



Application for Enrolment Diploma of International Trade

PERSONAL DETAILS

Title (tick one): Mr Mrs Ms Other (please specify)

Family name: _____ **First names:** _____

Preferred name: _____

Telephone: _____ **Mobile:** _____

Email: _____

Gender: Male Female

Business details *(or attach your business card—we will complete the details for you):*

Business name: _____

Position: _____

Business address: _____

Business website: _____

Business Profile: *(please tick one)*

Sole trader Partnership Registered company Other (please specify):

Trading since: _____

How long have you been in your current role? _____

Please briefly describe your work:

Please describe your organisation's exporting activity (e.g. products you currently export or are interested in exporting; which country/countries is your organisation exporting to or interested in exporting to?):

Approximately what % of your organisation's turnover is from exports?

What do you hope to achieve by studying the Diploma?

What is your highest academic qualification?

Have you undertaken Distance Learning before? Yes No

If yes, please briefly explain:

Is there any other information you think is important for us to know?

What does your organisation hope to achieve by supporting your participation in the Diploma?

DELIVERY DETAILS (for your learning materials if different from business address)

How would you prefer your Specialist Advisor to contact you? (please tick)

- Email Telephone Skype No preference

HOW DID YOU HEAR ABOUT THE DIPLOMA OF INTERNATIONAL TRADE?

FEE PAYMENT OPTIONS

Please note that fees for the Diploma of Trade must be paid within 14 days of our receipt of your application for enrolment. Cheques should be made payable to "New Zealand School of Export" or contact the School for details to pay by Internet Banking.

NEW ZEALAND RESIDENTS: *Please tick one option:*

1. Please invoice me/my organisation for the full amount of: NZ\$9280 plus GST (15%)
2. Please invoice me/my organisation for the amount of NZ\$1160 plus GST (15%) prior to each of the eight modules
3. Please invoice for 50% of the module cost as I have an NZTE voucher No.

OVERSEAS RESIDENTS: *Please tick one option:*

1. Please invoice me/my organisation for the full amount of: NZ\$9280 plus GST (15%) and invoice me for postage on a per-module basis
2. Please invoice me/my organisation for the amount of NZ\$1160 plus GST (15%) plus postage prior to each of the eight modules

DISCLOSURE AND USE OF INFORMATION

The information you have provided in this Application Form may be personal information for the purposes of the Privacy Act 1993. You are entitled to have access to and to correct that information. The New Zealand School of Export is collecting the above information to:

- enrol you as a participant in the Diploma of International Trade
- allow the New Zealand School of Export to administer the Diploma
- allow the New Zealand School of Export, its auditors and accrediting body to survey participants about the programme
- to provide further information to you about other services which the New Zealand School of Export considers may be of interest to you

Note: Your details will not be passed or sold to any other person(s) or bodies.

By signing this enrolment form, you agree that the New Zealand School of Export or its staff:

- may collect, use and disclose the above information only for the purposes set out above;
- is not liable for any loss that may arise out of the use of, or reliance on, information or advice provided under the Diploma of International Trade programme;
- are required to ask for your co-operation in order to provide feedback on the Diploma to its auditors and monitoring agencies.

DECLARATION

I confirm that the details I have supplied are true and correct. I understand that if this information is subsequently found to be false, my enrolment will be cancelled and I will be liable for any costs incurred by the New Zealand School of Export in cancelling my enrolment. I understand my enrolment will not be actioned if I do not sign this Declaration.

Name (please print): _____ Signature: _____

Date: _____

Please complete all relevant information; sign this form; and attach a passport photo before emailing to: rom@export.ac.nz; or post to: New Zealand School of Export, PO Box 274, Palmerston North 4471
