

# NMAS Enrolment Form



For help with this form please call Mediation Institute on 1300 781 533 or email [support@mediationinstitute.edu.au](mailto:support@mediationinstitute.edu.au)

PERSONAL DETAILS					
Title		First Name		Last Name	
Gender		Mobile		Office Phone	
Postal Address					
Email Address					
COURSE SELECTION					
<input type="checkbox"/>	NMAS Accreditation Course and Assessment <i>(includes NMAS assessment)</i>			\$3,547	
<input type="checkbox"/>	NMAS Accreditation Assessment			\$550	
<input type="checkbox"/>	NMAS Accreditation Re-assessment			\$150	
PAYMENTS AND INVOICING					
<b>Invoice to:</b> <input type="checkbox"/> Personal Name or add details below if invoice should be to a company					
Contact Name		Phone			
Email					
Company Name		Purchase Order #			
Company Address					
<input type="checkbox"/>	<b>Pay by Credit Card - please enter your details below</b>				
Card Holders Name					
Email Address	<input type="checkbox"/> As above				
Phone	<input type="checkbox"/> As above				
<b>Card Number</b>				<b>Expiry Date</b>	<b>CSV</b>
<b>Total Due:</b>	<b>Payment Notes</b>				
<b>Print Name</b>	<b>Signature</b>		<b>Date</b>		
<input type="checkbox"/>	<b>Direct Deposit Payments to Mediation Institute – Payment in full only</b> BOQ BSB: 123 638 Bank Account: 22168520				

# Terms and Conditions of Enrolment

## NMAS Accreditation Course & Assessment

This course is delivered via eLearning and includes nine (9) video mediation role plays over approximately 40 hours of training. It meets the course requirements established by the Mediators Standards Board (MSB) for Mediator accreditation under the NMAS. Mediation Institute is a Recognized Mediator Accreditation Body (RMAB)

You must be of good character to become a NMAS Accredited Mediator and during the application for NMAS Accreditation you will be required to answer questions about any criminal convictions you have. Please Review our Application Form downloadable from the Mi RMAB website. <http://rmab.mediationinstitute.edu.au/membership-forms/>

NMAS accreditation requires an assessment of competence, specified training and/or experience, two character references, professional indemnity insurance and access to an external complaints process. Please visit [www.msb.org.au](http://www.msb.org.au) for a copy of the NMAS.

## Payment and Refunds

Payment in full is required before commencement of the course unless an acceptable arrangement has been agreed. Direct Deposit Payments are not accepted on payment plans.

Payment plans MUST be by a credit or debit card direct debit arrangement. If paying by instalments all payments may be required **before your final assessment will be confirmed.**

Enrollment fees are **not refundable** once enrollment is confirmed and eLearning log in has been established. The course requires participation in role plays which are held via video mediation.

## Enrolment

To enroll please complete the form and return to Mediation Institute.

Email [office@mediationinstitute.edu.au](mailto:office@mediationinstitute.edu.au) or post to Mediation Institute 730B Centre Road, Bentleigh East Vic 3165.

Enquiries call 03 9503 9931 or 1800 781 533