



Chi Institute Australia 2012 Small Animal Acupuncture Program

Class Registration Instructions

Prerequisites:

1. Licensed Veterinarian or third or fourth year veterinary student.
2. To all new students of the Chi Institute, a **one-time non-refundable \$100 application fee** is required for application process and student file. The registration will not be processed without the application fee.

Step-by-Step Instructions on the Registration Form:

- Step 1. Check which Veterinary Acupuncture Classes you have previously attended.
- Step 2. Fill out contact information.
- Step 3. Select the discounts and fees that apply to you. The full payment for the tuition of each session is due by 30 days, according to the payment reception by the Chi Institute, before the beginning of corresponding session. Please send the payment letter earlier to avoid extra charge.
- Step 4. Select the Method of Payment.
- Step 5. If you are a new student of the Chi Institute, please attach a brief biographical sketch explaining your type of work and your motivation for attending our program(s). Please indicate any previous exposure or experience with Traditional Chinese Medicine including acupuncture or Chinese herbals. Please also attach or email a recent photograph of yourself, faxed pictures not acceptable. Please note a one-time nonrefundable **\$100 application fee** is required for the application process and student file. Your registration will not be complete until your registration form, photo, and bio are received.
- Step 6. Please print and SIGN this form. Mail and fax (if possible) the signed form with your payment to us by using the contact information at the top of the page.

Refund Policy:

Cancellations may be made by phone but a cancellation letter must be submitted to Chi Institute in writing via fax, mail or email and signed by the doctor who is canceling before the refund is issued.

- More than 60 days prior to class date = 100% refund for payment by check and 96% refund for credit card
- 30 to 60 days prior to class date = 75% refund/71% for credit card
- Within 30 days of the class date = No refund

Transfer Policy:

If you feel that you have made the wrong choice, it may be possible to transfer into or out of your selected specialty, with sufficient notice. Please call the Chi Office to discuss this as soon as you can, before the next session. A 10% reschedule/transfer fee will be charged for any changes after session 1.

Discount Policy:

The 30% discount applies if a student completes all sessions of the Chi Institute Small Animal Acupuncture and wishes to repeat a session. If you fall in this category, please mark the 30% discount checkbox at the bottom of the table of step 4 of registration form and fill the "Grand Total Due" with the amount after discount.



Chi Institute Australia 2012 Small Animal Acupuncture Class Registration Form

STEP 1: Check courses previously attended. If none, check appropriate box.

Veterinary Acupuncture: <input type="checkbox"/> Small Animal <input type="checkbox"/> Equine <input type="checkbox"/> Mixed	Where: _____ When: _____
TCVM Clinical Approach / Herbology: <input type="checkbox"/> HT/LU <input type="checkbox"/> SP/ST <input type="checkbox"/> Liver/Endo <input type="checkbox"/> Kid/Geri <input type="checkbox"/> Derma/Immu	
Advanced Programs: <input type="checkbox"/> Certified Veterinary Tui-na <input type="checkbox"/> TCVM Annual Conference <input type="checkbox"/> Tongue/Pulse Diagnosis & Classical Points	

STEP 2: Contact Information/Preferred Mailing Address. Print or type all information clearly.

NAME	First Name:	Middle Name:	Last Name:
TITLE	NICKNAME		LICENSE #
BUSINESS	PRACTICE		<input type="checkbox"/> SA <input type="checkbox"/> EQ <input type="checkbox"/> Other _____
ADDRESS (W)	Street Address:		
	City:	State:	Postal Code: Country:
ADDRESS (H)	Street Address:		
	City:	State:	Postal Code: Country:
TELEPHONE	Work:	Home:	Fax:
EMAIL	Public: For Chi Institute only:		

STEP 3: Select the Registration Time-Bracket(s) for the session(s) you wish to participate in.

Session 1 (online) May1- July 1, 2012	Session 2 (onsite) July 5-8, 2012	Session 3 (online) July 9-Oct 17, 2012	Session 4 (onsite) Oct 18-21, 2012	Session 5 (onsite) Jan 17-20, 2013
<input type="checkbox"/> AU \$1045 (GST inclusive) paid before April 1, 2012	<input type="checkbox"/> AU \$1620 (GST inclusive) paid before June 5, 2012	<input type="checkbox"/> AU \$945 (GST inclusive) paid before June 9, 2012	<input type="checkbox"/> AU \$1620 (GST inclusive) paid before Sept 18, 2012	<input type="checkbox"/> AU \$1720 (GST inclusive) paid before Dec 17, 2012
<input type="checkbox"/> AU \$1095 (GST inclusive) paid April 1-May 1, 2012	<input type="checkbox"/> AU \$1670 (GST inclusive) paid June 5-July 5, 2012	<input type="checkbox"/> AU \$995 (GST inclusive) paid June 9-July 9, 2012	<input type="checkbox"/> AU \$1670 (GST inclusive) paid Sept 18-Oct 18, 2012	<input type="checkbox"/> AU \$1770 (GST inclusive) paid Dec 17 2012-Jan 17, 2013
Fees <input type="checkbox"/> Application fee AU \$100 (for new student only)		<input type="checkbox"/> Deduct AU \$350 from the 5th Session if you do not wish to get certified: AU \$250 for certification exams and AU \$100 for case report review		
<input type="checkbox"/> 30% discount (if re-taking the course)			Grand Total: \$	

STEP 4: Select Method of Payment for Tuition

<input type="checkbox"/> Charge my credit card below for \$ _____ now <input type="checkbox"/> Charge my card 30 days before the class	
CREDIT CARD#: _____ EXP: ____/____ CSC#: _____ Billing Postal Code: _____	
<input type="checkbox"/> CHECK#: _____ Payable to: Bruce Ferguson (Include your name & program of study as the memo if paying by company check).	
<input type="checkbox"/> Bank Transfer; (please email admin@tcvm.com.au for detailed instructions)	
How did you hear about this program?	<input type="checkbox"/> Friends _____ <input type="checkbox"/> Show _____ <input type="checkbox"/> Magazine _____ <input type="checkbox"/> Internet _____ <input type="checkbox"/> Flyer _____ <input type="checkbox"/> Email _____ <input type="checkbox"/> Other _____

STEP 5: If this is the first time you are registering courses with us, please attach a brief biographical sketch and a recent photograph of yourself. A non-refundable \$100 application fee is required for all new students.

STEP 6: Please print and SIGN this form. Mail and fax (if possible) the signed form with your payment to us.

Bio Sheet to Accompany Registration for Student File

Required for all new students; Previous students please update if appropriate

Name: _____

Title: _____

I graduated from _____ **Veterinary School in** _____.

I have ☐ **have not** ☐ **previously studied acupuncture.**

Where:

I have ☐ **have not** ☐ **previously studied Chinese herbs.**

Where:

Previous Background, if applicable:

I work on Small Animals Y N Equine Y N Exotics Y N Other:

My current practice specializes in:

My goals in studying TCVM are:

Some personal information about me and my interests:

Signed: _____ **Date** _____

(Use reverse side if more room is needed)