



PHONETICS INSTRUCTION COURSES

Mastery & Lead Level Course (three-days)

Important Registration And Payment Information - See over for more information.

- School Registrations: A position on the course is secured once we have received the completed registration form showing an official school purchase order number. An invoice is then posted to the school. Payment should be made promptly on receipt of the invoice. We accept cheque, credit card or EFT. Note: **We do not accept cheques drawn from banks outside of Australia.**
- Personal Registrations: A position on the course is secured once we have received the completed registration form and payment has been successfully processed. Credit card or EFT payment only is accepted for personal applicants.
- Cancellation Policy: Where a cancellation is received 5 working days or less prior to the course a fee of \$115.00 is applicable. Where possible participants may transfer to another course without forfeiting this fee.
- We do not take registrations on the phone nor do we give verbal guarantees as to the availability of places.
- Participants who do not attend all sessions will not be eligible for a certificate.
- Send registration forms via Fax. 08 9244 4044 or E-Mail. courses@thrass.com.au

General Information

1. Upon successful registration a confirmation email will be sent. The email will contain details including the course venue and times.

If you haven't received a confirmation within 7 days of the course date please contact us.

2. Below is a typical overview of times for the Mastery & Lead Level Course.

- Registration 08:30 each day, Start 09:00 each day, Finish 16:00 each day
- Refreshments: Tea & Coffee on arrival, morning tea and a light lunch
- Course Presenter: Denyse Ritchie, Co-author of THRASS.

3. **Dietary Requirements. It is the participant's responsibility to advise the venue of any special dietary requirements at least 48 hours prior to the course date.**

Payment Details

Credit Card

See registration form.

EFT

Name: THRASS Australia Pty Ltd

Bank: National Australia Bank

BSB: 086420

Acct #: 451474192

SWIFT Code: NATA AU 3303M (international payments only)

Cheques (not an option for banks outside Australia)

Make cheques payable to: THRASS Australia Pty Ltd

Please post to our PO Box only.

THE THRASS INSTITUTE Australasia & Canada
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Western Australia 6916
Tel. +61 8 9244 2119 • Fax. 08 9244 4044
E-Mail. courses@thrass.com.au
Web. www.thrass.com.au



Complimentary Resources

Upon successful completion of the accreditation, participants will receive a voucher valued at AU\$650 (inc. GST). The voucher will be sent to participants following the course and is expressly for the purchase of THRASS resources. This voucher does not apply to App purchases. The \$650 is inclusive of freight charges.

What You Need To Bring

– An English Pronouncing Dictionary with a good IPA. We recommend the Cambridge English Pronouncing Dictionary, ISBN 978 0521 680 868 - Book only or ISBN 978 0521 680 875 - Book & CD ROM. This can be purchased through your local bookshop or school supplier or direct from Cambridge University Press in Melbourne. Please give yourself one month to obtain this title as it may have to come in from offshore.

- THRASS Teachers Manual, T-13 (Revised Edition, published 2013 - spiral bound)
- THRASS Desk Size Picture Chart, T-103
- THRASS Desk Size Grapheme-Word Chart, T-105
- THRASS Desk Size Overwrite Chart, T-106
- THRASS Phonics Handbook, T-171
- Writing materials

Other Important Information

Return your completed registration form by email, fax or post to the THRASS Institute.
Please Note: Registration does not mean automatic acceptance.

To qualify participants must -

Hold a Foundation Level Course Certificate (Two-Day Course Certificate).

Have been using THRASS with learners for a period of at least one complete school term.

Complete and send the following to THE THRASS INSTITUTE

- The Registration Form
- The signed-off Terms and Conditions Form
- A copy of your THRASS Accredited Certificate (Foundation Level - Two-Day Course).

Acceptance on the course is dependent upon -
Satisfactory completion of all paperwork.

Acceptance by the director of your application. Successful applicants will receive a confirmation letter along with a tax invoice either to the school or the individual.

Payment for course. You will not be required to make payment until you have received your confirmation letter and tax invoice. Please pay for the course on receipt of your tax invoice.

Late Applications - Applicants submitting forms less than 7 working days prior to the course must contact our office by telephone before submitting the application. This is to ensure that course materials can be express posted to the venue.

Cancellations - Notice of cancellation less than five days prior to the commencement of the course will necessitate the participant paying a \$115 cancellation fee. Where possible the participant may transfer to another course without incurring this fee.

Dietary Requirements - **It is the participant's responsibility to advise the venue of any special dietary requirements at least 48hrs prior to the course date. The venue will be listed in your confirmation.**

Travel & Accom: Participants will be responsible for their own travel and accommodation expenses.

Venue & Times: Details of these will be in your confirmation letter, fax or email.

Please email your completed registration form to courses@thrass.com.au or fax to (08) 9244 4044



Registration Form

Mastery & Lead Level Course (three-days)

Please read the attached information sheet in conjunction with this form.

Cost: \$1 210.00 per person (Inc. GST, catering & comp. resources)

Important-School Registrations: This form will not be accepted unless an official school purchase order number or reference number is quoted here. Official School Order Number:

Important-Personal Registrations: This form will not be accepted unless credit card details are completed.

Cancellation Fee: Cancellations received 5 working days or less prior to the course will be charged \$115.00

Date: ____ / ____ / ____

Course Location _____ Course Dates: _____

Please print. This is how the name will appear on the certificate.

Participant/s Name/s _____

Participant's Teaching Area: Pre Prim. Prim. Sec. Principal Dep. Principal Other _____

School Name & Campus (I/A): _____

Address: _____

Address: _____

State/Terr _____ Post Code _____

Tel. () _____ Fax. () _____

Coordinator/Contact Person (I/A): _____

* E-Mail address for sending confirmation: _____

* Participant/s Personal Tel. Contact (very important) () _____

*** Send registration forms via Fax. 08 9244 4044 or E-Mail. courses@thrass.com.au**

<input type="checkbox"/> Bankcard	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Visa
Card number: <input type="text"/>	Expiry date: <input type="text"/>	
Name On Card:		
Signature:		



TERMS AND CONDITIONS - MASTERY AND LEAD LEVEL COURSE ATTENDEES

Please read carefully and contact our office if you have any questions before signing. The following terms and conditions have been drafted to protect the integrity of the THRASS® trademark and copyrights. Potential applicants must be prepared to abide by and sign-off on these conditions as one of the prerequisites for entry to the course.

1. Successful participants will receive the Mastery & Lead Level Certificate.
2. Successful participants are not assigned the status of THRASS Accredited Trainer. THRASS Accredited Trainers work in a commercial relationship with THE THRASS INSTITUTE and are chosen by the director as people they believe capable of delivering high quality THRASS Accredited Professional Development Training. THRASS Accredited Courses are organised by THE THRASS INSTITUTE using THRASS Accredited Trainers. The prerequisites for these trainers are at the discretion of the director but must include the THRASS Accredited Mastery & Lead level Certificate.
3. Successful participants are able to run introductory sessions outside of their school on the THRASS teaching method (no more than 2 hours in length), but only with permission of the director. THE THRASS INSTITUTE must be notified in writing of the dates and locations of these sessions and the content to be covered. This office must approve all written material for use during these sessions, or any form of advertising/promoting of these sessions.

THRASS must be provided with a list of participants, including their school and a contact telephone number. During these sessions the participant agrees not to represent THRASS in conjunction with, or as part of, another commercial or non-commercial program or elude that it may be used in conjunction with other commercial or non-commercial programs. No official or unofficial THRASS Certificate can be presented to participants at these sessions.

4. Participants agree not to use the THRASS® Registered Trademark or THRASS Copyrights without the consent of the director of THE THRASS INSTITUTE. Participants completing this course will not be authorised to advertise and/or run THRASS Accredited Certificate Courses or pseudo courses. Participants are not authorised to use the terms THRASS Course, THRASS Accredited Certificate Course, Non-Accredited THRASS Course or terms using similar wording, as it is illegal to use the THRASS® registered trademark without the express permission of the trademark holders

5. Participants must undertake not to bring the THRASS name into disrepute.

Print Name: _____

Signature: _____

Date: ___/___/___