

CONTINUING EDUCATION COURSES

2012 Short Course Programmes

Official Course Registration Form



This form must be submitted to your Regional HFPA Office together with a copy of your ID and proof of payment.

Campus Details:

REGION	TEL	EMAIL	FAX
JHB HEAD OFFICE	011 807 9673	info@hfpa.co.za	011 234 3333
CAPE TOWN	021 674 3969	janice@hfpa.co.za	021 671 9064
DURBAN	031 201 0282	kzn@hfpa.co.za	031 201 1528
EAST LONDON	082 993 6868	el@hfpa.co.za	
PORT ELIZABETH	041 466 0935	info@gsnbody.com	
GEORGE	081 314 9768	tanyaherholdt@gmail.com	
KIMBERLEY	053 831 7690	hickies@mweb.co.za	
BOTSWANA/ZIMBABWE	+2673922934	bw@scarabafrika.com	

**Please mark it to the attention of the Short Course Co-ordinator

Banking details

Account Name: Health & Fitness Professionals Academy (Pty) Ltd
Bank: First National Bank (Kloof Branch)
Branch Code: 221526
Account Number: 50730284854

NB

- **A R500.00 BOOKING FEE is required to register for any course. The balance of the course fee must be paid in full on or before the registration deadline.**
- **Fees for any Home Study courses must be paid in full in advance**
- **Payment over 3 months may be arranged for students registering for the Mandatory units together with a continuing education course. In this case the total course fee is divided into 3 equal payments with the Booking Fee deducted from the final instalment.**



Personal details

Title: _____ Surname: _____

First Names: _____

Race (DOE Requirement): _____ Home Language: _____

I.D. Number: _____ Date of Birth: _____

Residential Address: _____

Code: _____

Postal Address: _____

Code: _____

Tel No: (W) _____ Tel No: (H) _____

Fax No: _____ Cell Phone: _____

E-mail address: _____

Employer: _____ Occupation: _____

Address: _____

Code: _____

Tel: _____

Name of Relative or Friend not living with you: _____

Tel: _____

Where did you hear about HFPA: _____



Continued Education programmes

Students name: _____

Please register me for the following course commencing: _____

Campus: _____

Course Reference Number Please tick	COURSE TITLE		Fees	EXAM FEES (not incl. in course fee)
MU	MANDATORY UNITS (Anatomy & Physiology equivalent course)		R1800	R250 Theory exam
GI	CERTIFICATE IN FITNESS INSTRUCTING (includes Mandatory Units)	GYM INSTRUCTORS COURSE (GYM BASED EXERCISE)	R4500 (BRIDGING OPTION R3000)	R250 theory Exam R250 Practical Exam
GFGI		GROUP FITNESS INSTRUCTORS COURSE (EXERCISE TO MUSIC)	R5500	R250 theory Exam R250 Practical Exam
AIGI		AQUA INSTRUCTORS COURSE (WATER BASED EXERCISE)	R4500	R250 theory Exam R250 Practical Exam
GF	GROUP FITNESS INSTRUCTORS COURSE (PRACTICAL ONLY) CPD POINTS 25		R4500	R250 Practical Exam
AI	AQUA INSTRUCTORS COURSE (PRACTICAL ONLY) CPD POINTS TBC		R3500	R250 Practical Exam
PL1+2	PILATES (LEVEL 1+2) CPD POINTS 30		R6500	N/A
SM	SPORTS MASSAGE COURSE CPD POINTS 28		R5000	R250 Theory and Practical exam



SN	SPORTS NUTRITION CPD POINTS 12	R2400	N/A
KBI	KETTLEBELL TRAINING COURSE LEVEL1 CPD POINTS 8	R1800	N/A
SC	STUDIOCYCLE™ CPD POINTS 8	R1900	N/A
SB	STUDIOBOX™ CPD POINTS 16	R1750	N/A
SAQ	SPORTS CONDITIONING With Speed, Agility & Quickness CPD POINTS 8	R1800	N/A
KD	KIDS DEVELOPMENT COURSE CPD POINTS 8	R1750	N/A
PPN	PRE AND POST NATAL EXERCISE CPD POINTS 8 The Diploma in Exercise Science Part 1 is the pre-requisite for this course	R2200	N/A
HFM	HEALTH AND FITNESS MANAGEMENT CPD POINTS 16	R5000	N/A
CS	COACHING SCIENCE (As an 'Add-on' to the Diploma in Exercise Science) CPD POINTS TBC	R2500	N/A
1ACPR CPR	FIRST AID + CPR OR CPR ONLY	R600 R250	N/A

SEE THE PROSPECTUS FOR FURTHER INFORMATION ON ALL COURSES
Please complete the 'Details of Payment' form on the next page.



Details of Payment

A BOOKING FEE of R500.00 must accompany this registration form in order to secure your place on the course (this does not apply to Home Study Courses) This fee will be refunded only if the course is cancelled by HFPA, otherwise it is non-refundable.

The balance of the course fee must be paid on or before the deadline for registration (date on page1).

Please register me for the above course.

I enclose proof of payment for the **full fee** of R _____

COURSE: _____ **COURSE REF No:** _____

This COURSE REFERENCE NUMBER must be used with your surname and region as the reference for bank deposits and in all correspondence concerning this course
e.g SmithSCDBN (Smith registering for StudioCycle Durban); JonesPL1RIV (Jones registering for Pilates 1 Rivonia)

OR

I enclose proof of payment of my **booking fee** of R _____ deposited into the above account on _____ **(date)** and I undertake to pay the **balance** of R _____ on or before the deadline for the registration.

Signed: _____ Date: _____

Payment instructions

Payment is to be effected by cheque/cash deposit, electronic transfer or by credit card.

Banking details are as follows: (Please forward proof of payment)

Account Name: HEALTH & FITNESS PROFESSIONALS ACADEMY (PTY) LTD
Bank Name: First National Bank (Kloof Branch)
Branch Code: 221526
Account No.: 50730284854

In the case of bank deposit or electronic transfer please use The COURSE REFERENCE NUMBER together with your surname and region as the reference.

If payment is made via credit card please complete the following:

Card No.	- - -	Visa/Master, Amex, Diners
Print Names:	_____ _____	Last 3 digits on back of card _____
		Expiry date: _____ _____



Examination fees

The examination fee is payable in advance. All supplementary exams will be charged at R250 per exam. Examination fees are not refundable. Students are advised in advance of examination dates.

Cancellation Policy

HFPA reserves the right to postpone/cancel a course should a minimum number of registrations not be achieved. If cancelled by HFPA, the course fee will be refunded.

Cancellations (Please note: No exceptions will be made to this cancellation policy.)

- The R500.00 BOOKING FEE applies specifically to the course as stated on this registration form and is non-refundable unless the course is cancelled by HFPA.
- The full course fee is payable before commencement of the course. No cancellations will be accepted after commencement of the course, i.e. full fee is payable according to the contract signed and no refunds will be given.
- Payment over 3 months may be arranged for students registering for the Mandatory units together with a continuing education course. In this case the total course fee is divided into 3 equal payments with the Booking Fee deducted from the final instalment.
- Instalments must be paid before the 7th of the month in which they are due. Late payment or non-payment in any one month will incur an administration fee of R250.00.
- Study notes are not returnable and are subject to normal copyright restrictions.

Read and signed by the applicant

I confirm my personal details on the Official Course Registration Form are correct and that I have also read and understand the terms and conditions of the registration set out above which are binding on me.

Signed: _____ Date: _____

WHERE THE APPLICANT IS A MINOR, a parent or guardian must complete the following.
I, _____ parent/guardian of _____

guarantee payment of the full fee of R _____ in accordance with the conditions set out above.

Address: _____ Code: _____

Tel: () _____ I.D No. _____

Signed: _____ Date: _____