



# AIM Certificate IV Application Form



Use this form to apply for entry into an AIM Certificate IV Program.

Please complete this form and send to Australian Institute of Management Victoria & Tasmania: ABN 57 611 096 092

**Victoria:** PO Box 112 St Kilda Vic 3182  
Fax: 03 9534 5050 Telephone: 03 9534 8181  
or online: [aimvic.com.au/coursedirectory](http://aimvic.com.au/coursedirectory)  
Email: [qualification@aimvic.com.au](mailto:qualification@aimvic.com.au)

**Tasmania:** 162 Macquarie Street, Hobart, Tasmania 7000  
Fax: 03 6224 7555 Telephone: 03 6224 9555  
or online: [aimtasmania.com.au/coursedirectory](http://aimtasmania.com.au/coursedirectory)  
Email: [qualification@aimtasmania.com.au](mailto:qualification@aimtasmania.com.au)

## Participant Details (Please Print)

<b>(Mr/Mrs/Miss/Ms/Dr/Other)</b>	
First Name	
Last Name	
Home Address	
Postcode	State
Home Telephone	
Mobile	
Home Email	
Date of Birth	

## Employment Details (Please Print)

<b>Employer Name</b>	
Employer Address	
Postcode	State
Work Telephone	
Mobile	
Work Email	
Organisation Size*	
What is your organisation's primary industry sector?	
Current Position Title	
Years in Position	
Number of people supervised directly	
Number of people supervised indirectly	
Previous Position Title	
Years in Position	

\*Estimated number of full-time employees in Victoria/Tasmania.

### Please send correspondence to me (please tick)

<input type="checkbox"/> At Home	<input type="checkbox"/> At Work
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## Membership Details (Please Print/Tick)

Please provide your membership type and number to receive your preferential member rate.

<input type="checkbox"/> AIM Professional	<input type="checkbox"/> AIM Corporate
<input type="checkbox"/> Other Industry Group (Name)	
Member Number	

## Entrance Requirements

There are no mandatory requirements for entry into vocational qualifications. The expectation is that applicants will possess numeracy and literacy skills that will enable the achievement of the learning outcomes.

(Please tick the program that you are applying for)

<input type="checkbox"/> BSB40207 Certificate IV in Business
<input type="checkbox"/> BSB40607 Certificate IV in Business Sales
<input type="checkbox"/> BSB41507 Certificate IV in Project Management
<input type="checkbox"/> TAA40104 Certificate IV in Training and Assessment
<input type="checkbox"/> BSB40807 Certificate IV in Frontline Management

## How did you find out about this qualification?

(Please Tick)

<input type="checkbox"/> Print advertisement	<input type="checkbox"/> Online search (i.e. Google)
<input type="checkbox"/> AIM Update Email	<input type="checkbox"/> PR/Editorial
<input type="checkbox"/> Received mail	<input type="checkbox"/> AIM Publication
<input type="checkbox"/> Other Email	<input type="checkbox"/> Participated in an AIM service
<input type="checkbox"/> Expo/Conference	<input type="checkbox"/> Telemarketing
<input type="checkbox"/> Knowledge Update Email	<input type="checkbox"/> Website
<input type="checkbox"/> Online advertisement	
<input type="checkbox"/> Other (please specify)	

### Do you give permission for AIM to release your assessment results to your employer? (please tick)

<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date
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Signature

### Please note:

We will contact you to discuss your study options & payment.

### AIM OFFICE USE

Approved

Date

Offer Sent

Entered on database

In completing this form you are agreeing to the AIM Victoria & Tasmania Terms & Conditions – See website for details

**VICTORIA FOR INFORMATION ONLINE** [aimvic.com.au](http://aimvic.com.au) **OR FOR ASSISTANCE CONTACT AIM ON 03 9534 8181**

**TASMANIA FOR INFORMATION ONLINE** [aimtasmania.com.au](http://aimtasmania.com.au) **OR FOR ASSISTANCE CONTACT AIM ON 03 6224 9555**

Privacy: Information supplied on this form is private and confidential and used solely to identify and service the entity. Furthermore, your personal details are never sold or distributed to any third party. This information may be used by a third party to communicate on behalf of AIM purposes and/or to perform the services as instructed by the Institute.