

AIM Graduate Certificate & Graduate Diploma Application Form



Use this form to apply for entry into a Graduate Certificate or Graduate Diploma Program.

Please complete both sides of this form and send to Australian Institute of Management Victoria & Tasmania: ABN 57 611 096 092
Victoria: PO Box 112 St Kilda Vic 3182 **Tasmania:** 162 Macquarie Street, Hobart, Tasmania 7000
 Fax: 03 9534 5050 Telephone: 03 9534 8181 Fax: 03 6224 7555 Telephone: 03 6224 9555
 or by email: qualification@aimvic.com.au or by email: qualification@aimtasmania.com.au

Participant Details (Please Print)

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

Employment Details (Please Print)

Employer Name	
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

Entrance Requirements

Normally, entry to a Graduate Diploma or Graduate Certificate requires an undergraduate degree or advanced diploma. Other candidates, with at least five years relevant work experience as a manager, team leader or supervisor may apply. Individuals are encouraged to apply and will be assessed on a case-by-case basis.

Please attach current position description and certified copies of qualifications or partially completed qualifications.

(Please tick the program that you are applying for)

<input type="checkbox"/>	V005474 Graduate Diploma of Management
<input type="checkbox"/>	V005473 Graduate Certificate in Management

What is your objective in undertaking this qualification? (Please Print)

The fees associated with this program will be (Please Tick)

<input type="checkbox"/>	Primarily paid for by me
<input type="checkbox"/>	Primarily paid for by my employer
<input type="checkbox"/>	Paid for by both myself and my employer
<input type="checkbox"/>	Not sure

How did you find out about this qualification? (Please Tick)

<input type="checkbox"/>	AIM website	<input type="checkbox"/>	AIM Agenda for Success
<input type="checkbox"/>	AIM update	<input type="checkbox"/>	AIM print directory
<input type="checkbox"/>	Promotional email	<input type="checkbox"/>	AIM brochure
<input type="checkbox"/>	My company intranet	<input type="checkbox"/>	Friend or colleague
<input type="checkbox"/>	My industry association	<input type="checkbox"/>	Staff at AIM
<input type="checkbox"/>	Advertising		
<input type="checkbox"/>	Other (please specify)		

Please turn over...



Previous Education

List, in chronological order, final secondary school, TAFE, University attended. Please attach certified copies of transcripts for all qualifications or partial qualifications.

Name of institution
Location
Qualifications received
Date
Name of institution
Location
Qualifications received
Date

Name of institution
Location
Qualifications received
Date
Name of institution
Location
Qualifications received
Date

Do you give permission for AIM to release your assessment results to your employer? (please tick)		
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Date

Signature

Please sign and date application

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AIM OFFICE USE	
Approved	Date
Offer Sent	Entered on database

VICTORIA FOR INFORMATION ONLINE aimvic.com.au **OR FOR ASSISTANCE CONTACT AIM ON 03 9534 8181**
TASMANIA FOR INFORMATION ONLINE 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.