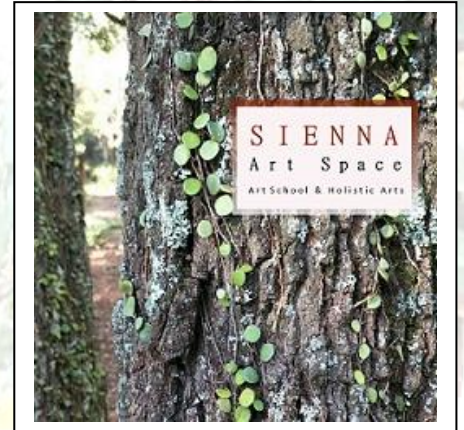


Sienna Art Space · Art School & Holistic Arts ·

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Course 1 The Art Filament Art Foundations Enrolment Form for 2023



This form can be completed Electronically in Acrobat Reader.

Go to: **Grey Menu Bar > Click on Tools > Use Fill & Sign** to Type your Word entries.

Send your completed forms to Erin - siennaartspace@gmail.com

This Enrolment Package has 7 Pages.

Student's Information

Full Name	
D.O.B	

Contact Information

Address			
Suburb		Postcode	
Mobile		Phone	
Email			

List any Personal Experiences in Learning that may be challenging	Please list any known experiences you have in Student Learning that may incur some challenges to travelling through the course independently. E.g. Reading confidence.		
	In the event that more information is necessary, an informal conference will be needed to gain awareness for positive learning practices for your course experience.		

Rate Confidence Levels	Speaking English:	Reading English:
	<input type="checkbox"/> Confident <input type="checkbox"/> Very Confident	<input type="checkbox"/> Confident <input type="checkbox"/> Very Confident
	Writing English:	
	<input type="checkbox"/> Confident <input type="checkbox"/> Very Confident	
	Using Technology: A Camera & Photo-transfer	Using Technology: Email – Typing & Scanning
	<input type="checkbox"/> Confident <input type="checkbox"/> Very Confident	<input type="checkbox"/> Confident <input type="checkbox"/> Very Confident

Course Enrolment

I understand that I am enrolling in **Course 1: Art Foundations** as part of the 'The Art Filament' Distance Courses

Please Indicate from the two available Learning Periods the Semester you would like to enrol in on Page 2.

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Choose Option 1 or 2: (Tick the Box)

<input type="checkbox"/> OPTION 1: Semester 1 Commencing Friday January 27, 2023	<input type="checkbox"/> OPTION 2: Semester 2 Commencing Monday July 17, 2023
<p>Course Duration: 6 months (20 weeks) - 4 Hrs p/week Practical study at minimum. Course Fee: \$1600 AU</p> <p>2023 Beginning of Year Student Intake: Those wishing to Complete the Course during Term 1 & 2 Friday 27 January to Thursday 6 April, 2023 (Term 1) and Monday 24 April to Sunday 2 July, 2023 (Term 2)</p> <p>Enrol from: Sept 1, 2022</p> <p>Closing Date: Jan 12, 2023 (Allows for processing time & Course Materials to be posted out to all students on time).</p> <p>Course Starts on: Friday January 27, 2023 official start date. Course Materials will be received One week prior to course commencement.</p>	<p>Course Duration: 6 months (20 weeks) - 4 Hrs p/week Practical study at minimum. Course Fee: \$1600 AU</p> <p>2023 Mid - Year Student Intake: Those wishing to Complete the Course during Term 3 & 4: Monday 17 July to Sunday 24 September, 2023 (Term 3) and Monday 9 October to Sunday 12 December, 2023 (Term 4)</p> <p>Enrol from: April 1, 2023</p> <p>Closing Date: June 26, 2023 (Allows for processing time & Course Materials to be posted out to all students on time).</p> <p>Course Starts on: Monday July 17, 2023 official start date. Course Materials will be received One week prior to course commencement.</p>

CALENDAR 2023

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<p>Term 1 Dates Monday 30 January to Sunday 9 April, 2023</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: 8px;"> <thead> <tr> <th>Monday 10 Weeks</th> <th>Tuesday 10 Weeks</th> <th>Wednesday 10 Weeks</th> <th>Thursday 10 Weeks</th> <th>Friday 10 Weeks</th> <th>Saturday 10 Weeks</th> <th>Sunday 10 Weeks</th> </tr> </thead> <tbody> <tr><td>Mon Jan 30</td><td>Tues Jan 31</td><td>Wed Feb 1</td><td>Thur Feb 2</td><td>Fri Feb 3</td><td>Sat Feb 4</td><td>Sun Feb 5</td></tr> <tr><td>Mon Feb 6</td><td>Tues Feb 7</td><td>Wed Feb 8</td><td>Thur Feb 9</td><td>Fri Feb 10</td><td>Sat Feb 11</td><td>Sun Feb 12</td></tr> <tr><td>Mon Feb 13</td><td>Tues Feb 14</td><td>Wed Feb 15</td><td>Thur Feb 16</td><td>Fri Feb 17</td><td>Sat Feb 18</td><td>Sun Feb 19</td></tr> <tr><td>Mon Feb 20</td><td>Tues Feb 21</td><td>Wed Feb 22</td><td>Thur Feb 23</td><td>Fri Feb 24</td><td>Sat Feb 25</td><td>Sun Feb 26</td></tr> <tr><td>Mon Feb 27</td><td>Tues Feb 28</td><td>Wed Mar 1</td><td>Thur Mar 2</td><td>Fri Mar 3</td><td>Sat Mar 4</td><td>Sun Mar 5</td></tr> <tr><td>Mon Mar 6</td><td>Tues Mar 7</td><td>Wed Mar 8</td><td>Thur Mar 9</td><td>Fri Mar 10</td><td>Sat Mar 11</td><td>Sun Mar 12</td></tr> <tr><td>Mon Mar 13</td><td>Tues Mar 14</td><td>Wed Mar 15</td><td>Thur Mar 16</td><td>Fri Mar 17</td><td>Sat Mar 18</td><td>Sun Mar 19</td></tr> <tr><td>Mon Mar 20</td><td>Tues Mar 21</td><td>Wed Mar 22</td><td>Thur Mar 23</td><td>Fri Mar 24</td><td>Sat Mar 25</td><td>Sun Mar 26</td></tr> <tr><td>Mon Mar 27</td><td>Tues Mar 28</td><td>Wed Mar 29</td><td>Thur Mar 30</td><td>Fri Mar 31</td><td>Sat Apr 1</td><td>Sun Apr 2</td></tr> <tr><td>Mon Apr 3</td><td>Tues Apr 4</td><td>Wed Apr 5</td><td>Thur Apr 6</td><td>Fri Apr 7</td><td>Sat Apr 8</td><td>Sun Apr 9</td></tr> </tbody> </table> <p style="text-align: center; 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Please Tick All Statements & Initial with a date to communicate that you understand the Nature of the Enrolment and relationships to being a Student at Sienna Art Space as part of Distance Learning:

I have read and agree to **Sienna Art Space's 2023 Terms and Conditions of Enrolment.**
These are listed at the end of the form for your timely reading. Please be aware of their relationship to your own Learning throughout the Course and Assessment. _____ (Initial & Date)

I have previously submitted an portfolio of 10 works (as jpeg images) to form part of the Application. Those reflect proven technical repertoire from atleast 4 terms of past Studio work. I have received confirmation and welcome to enrolment for Course 1 in independent, distance study as part of The Art Filament. _____ (Initial & Date)

I give permission for Staff to use photographs and images of Project submissions of Art for promotional purpose (s) on the Sienna website and other promotional material.
The Terms & Conditions of Enrolment list information about Use of Photographs for Marketing Purposes.

Sienna Art Space does not endorse Students as Profiling for Career Awareness and it may not be the case that any work is showcased visually for marketing awareness. Please be aware that this is a general awareness that only selective marketing is an active part of business trade. _____ (Initial & Date)

I am aware that this Educational Program is Sienna Art Space business administration, with content and Educational material supported by continuous, ongoing and thoughtful teaching based on extensive training. The Nature of the availability at Distance is to support growth and encourage personal growth in others. I appreciate this is the Intellectual Property of Sienna Art Space & all of the materials and program are Copyrighted.
No part of this Material may be reproduced in any form and it is Unethical to teach the program in any form, or to use learning activities for others benefit. It may not be reproduced for Colleagues, Peer benefit or used for teaching purposes and dialogues. Respect is a Professional Code of Conduct as part of participatory engagement as a fee-paying student and the above is mandated as natural Copyright beyond course completion. _____ (Initial & Date)

Student Full Signature:		Dated:	
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Identification Attached

Please attach a Scanned copy of your **Driver's License or Proof of Identity Card.**

Authenticity & Proof of Identity are important to the process.

(This supports Communication and evidences Genuine Award in the form of a Certificate and gained Qualification at the end of each course for Diploma Students).

Your Legal Name should be used for the purpose of enrolment and Postal address & Contact details including Mobile & Email must be clear and accurate.

Only Adult Students are admitted to the course. You must be 18years at enrolment to be admitted into any Distance Course.

I have attached a copy of my Driver's License or Proof of Identity Card _____ (Initial & Date)

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Payment & Submission of Forms

Full upfront payment is required by direct transfer when issuing your enrolment form. Cash will not be accepted. Closing date is Jan 12, 2023 for Semester1 period & Closing date is June 26, 2023 for Semester2.

Please quote your last name as part of the reference when making your transfer.

Direct Deposit- Sienna Art space BSB: 062185 Account: 10719754

A receipt will be forwarded to you via post with your Course materials.
Please forward your Enrolment form via email (siennaartspace@gmail.com)

For Office Use only

Enrolment Confirmation

Enrolment Form Received	
Enrollment Fee - Entered	
Payment Date	
Receipt #	
Confirmed	

Initial Communication Log - Administration

Communication Notice 1 – Email Confirmation Sent	
Course Materials Sent via Post	
Communication Notice 2 – Welcome to Course Period	
Communication Notice 3 – Confirmation of Received Course Package at start of Semester	

A Copy of all Correspondences are Documented as part of Intake, Confirmation & further, as Confidential Sequenced Records of Item Submissions.

These Student Records of Attainment are stored and documented as part of professional practice. Students maintain their own Records aswell as part of the Easy to Follow Learning Program & Assessment Sequence.

S I E N N A
A r t S p a c e

Staff Full Signature:		Dated:	
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END OF ENROLMENT PACKAGE 2023

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What to expect once your Application is Submitted

I will be in contact:

1. Firstly Via Email, to Confirm that both your Completed Enrolment Form & Payment has been received & accepted. Please allow Processing Time for Confirmation & a Communication Letter.
2. Secondly, Via Post, you will receive a trackable Copy of your Course Materials.

*Thank you, with appreciation – I look forward to a Wonderful 2023 Year
with you as part of our Distance Program.*

Erin Kathleen Muir

Sienna Art Space's 2023 Terms and Conditions of Enrolment (Distance-Course – Specific)

Updated Conditions as of Sept 1, 2022

Course Fees & Confirmation

Course Fees are listed on the Website and Updated Enrolment forms, bi-annually. Full payment is required as an online transfer by the Deadline for Enrolment Acceptance and a printed receipt is issued with your Course Materials sent to you, 1 week prior to course commencement. The Fee may not be adjusted or reduced for any reason. A Confirmation via Email will be issued once payment has been received and all mandatory paperwork has been received.

Cancellations & Refunds

As this Course is via Distance, Sienna Art Space issues confirmation to all Enrolments for advertised periods of Learning engagement. Sienna Art Space reserves the right to nominate Intake periods from year to year based on Distant Education for that year and Art School & Holistic Arts Service activities.

Please be aware that fees are non-refundable. In circumstances where Students experience Unexpected Illness of a Sustained nature, flexible timeframes may be negotiated in formal correspondence via email with the Course Coordinator. Agreed dates would be mutually arrived at to support the Student Participant in fulfilling the required assessment of the course and to benefit fully from the journey in Art making to satisfy enjoyment and to support them towards their satisfactory completion of the course. In the instance of illness, fees forwarded for the distance course are not transferrable for any other services hosted by Sienna Art Space.

Submission of Assessable Items

All assessments thoroughly explained in the printed Course Book received prior to course commencement, detail clearly Priority Dates for submitting at Intervals. These suggested dates offer a timeline response for projected goals and course adherence & managed time. Open communication is encouraged to ensure satisfaction and supported development throughout the course period. Student participants may notify the Course Developer throughout should they experience any concerns around completions of tasks.

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As tasks are required to be completed as timely assessable items, Course provisions including the Course handbook are issued only 1 week prior to the course commencement. This ensures fairness based on time attribution and course length.

Art Materials - Provisions for Distance Course

All Materials required for student developmental response and practical tasks are the Student Participant's own. Choice observances allow for individual budgeting and diverse responses in the making across Dry & Wet Materials for given tasks.

One week prior to the course, a number of provisions will be sent to you.

These include:

- USB drive with Electronic Materials
- Printed Course Book & separate Assessment Book
- Introduction Manual

All Reference Lists will be select connections in the Course Material.

Photography

Sienna Art Space does not endorse Students as Profiling for Career Awareness and it may be not the case that any work is showcased visually for marketing awareness. Please be aware that this is a general awareness that selective Marketing is an active part of business process and vehicle for generating visible course participation. Should you not wish to agree to consent, you may choose to not tick the box awareness on the Enrolment Form.

Student Conduct

All communication between the Course Facilitator and the Student participant should be professional and respectful. Should there be any disrespectful communication to the Course Provider, a timely address will be made in writing and where needed participants may be expelled from the course at choice. This ensures maintenance of a supportive, respectful transference of information taking into account professional practice features for establishing best practice commercially and as general communication.

Health & Safety

Address of all Health & Safety Guidelines and potential hazards are made as written outlines in the Course Book as part of overviews and throughout the course learning materials. To ensure student welfare: medical conditions, allergies or aware learning requirements on behalf of the student participant at the point of enrolment, simply for the Course Facilitator's general awareness. However, independent Distance students are self-governing and thus must observe their own energy, actions and responsive-health conversation in carrying out practical connections throughout the course. Any Student engagement principles of core-value such as Ergonomics, healthy timeframes dedicated to learning and use of materials / equipment are built into course materials. Individuals are responsible for their own Health during the course with only safe-provisions and holistic discovery energy journeying being a part of course outlines and delivery.

Studio Values & Authenticity of Submissions

Assessment is a valued requirement of all Courses via Distance. We appreciate authenticity and observe the use of photographs and as developmental process being part of submission. Upon enrolment, a driver's license and or photo-identification is used to support honest engagement and authentication. It also ensures correspondence information for ID awareness in Certificates and Diploma accumulative

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award as a form of qualification. It is important that students participants are above 18 years old and respectful of the Learning at Sienna Art Space. It is also imperative that all Student participants recognise Assessable items are students own work.

Facilitation at Sienna Art Space prides itself on transparency of practice and also the communication of the evolving structure through Certification Outcomes.

Privacy

All contact information is confidential. Information supplied to Sienna Art Space will not be disclosed outside of the school. Sienna Art Space will from time to time send mail and email to students and past students for the purposes of marketing. Should you wish to be removed from the mailing list please notify us in writing that you wish to Unsubscribe.

End of 2023 Terms and Conditions of Enrolment.