

Please complete all sections and return to:

PO Box 25274, Panama St, Wellington 6146 • Level 1, 4 Queens Wharf, TSB Arena, Wellington 6011 • enrol@outwardbound.co.nz • Fax (04) 472 8059

### 1. PERSONAL DETAILS

First name  Middle name  Last name

Male  Female Date of birth  Age

New Zealand Citizen/Resident or Australian/Pacific Island Citizen?  Yes  No - email enrol@outwardbound.co.nz for an 'international form'

Ethnicity  
 NZ European/Pakeha  Maori  Asian  African  Latin American  
 Other European  Pacific Islander  Middle Eastern  Other

Street number and name  RD  PO Box/Private Bag  Building name

Suburb  Town/City  State/Country

Home phone  Work phone  Mobile  Fax

Preferred email  Alternative email

School or education provider

Employer or organisation

Job title

### 2. NEXT OF KIN DETAILS

First name  Middle name  Last name

Tick here if your next of kin has done an Outward Bound course - provide their date of birth

Tick here if your next of kin address details are the same as yours - you must still provide phone and email contact details

Street number and name  RD  PO Box/Private Bag  Building name

Suburb  Town/City  State/Country

Home phone  Work phone  Mobile  Fax

Preferred email  Alternative email

### 3. COURSE DETAILS

First course preference Course name  Course code  Start date

Second course preference

Name anyone you know who is attending the same course as you

Who/what prompted you to enrol on an Outward Bound course?

OFFICE USE ONLY Registration  Course code

## 4. PERSONAL HISTORY

### DIETARY

- N/A       Vegetarian exclusive       Gluten free       Dairy free  
 Vegan       Other food allergies/intolerances - *provide details of food types, sensitivity, severity and last reaction*


### FITNESS

Minimum fitness requirement: you must be able to comfortably run 3km in less than 25 minutes, and complete a full day's activity (excludes some adapted and custom-designed courses that may have their own specific fitness requirement).

Can you meet our minimum fitness requirement now?

- N/A     Yes     No

*If 'No' - tell us how will you meet our minimum fitness requirement before attending your course*


### MEDICAL

Do you have, or have you ever had, any medical, behavioural or developmental issues such as: ADD/ADHD, aggression, allergic reactions, Aspergers, diabetes, epilepsy, learning difficulties, mental illness (depression, anxiety, phobia, substance abuse, eating disorder or other), vision/hearing impairment, underweight/overweight; or changes to medication in the last 6 months,

- Yes     No

*If 'Yes' - provide details*


### CRIMINAL

Do you have any charges pending, any convictions, or have you ever had any involvement with Youth Court?

- Yes     No

*If 'Yes' - provide details of all charges, convictions, sentences and dates*


## 5. PAYMENT

**A \$400 non-refundable deposit is required to enrol** - this may be transferred once only to another course date up to 21 days before your course start date

I have already paid a \$400 deposit online or by phone

I enclose payment of \$  by  Cheque     Visa     Mastercard     Amex

Credit or debit card details

Card holder's name

Card number

Card holder's signature

SIGN HERE

Expiry date

I am receiving sponsorship from the person/organisation below - *please enclose written confirmation of their support so we can invoice them*

Contact name

Organisation name

Street number and name

RD

PO Box/Private Bag

Building name

Suburb

Town/City

State/Country

Phone

Amount

Purchase order number (optional)

## 6. TERMS AND CONDITIONS

### PAYMENT

<i>Paying your course fee</i>	Full payment is required 8 weeks before your course start date. Contact our Funding Advisor for fundraising support - email <a href="mailto:funding@outwardbound.co.nz">funding@outwardbound.co.nz</a> or phone 0800 688 927.
<i>Transfers</i>	Your full course fee may be transferred once only to another course date up to 21 days before your course start date.
<i>Refunds</i>	Your course fee, less your \$400 deposit, is refundable up to 21 days before your course start date.
<i>Cancellations</i>	After this time, your full course fee is non-transferrable and non-refundable. Cancellations must be received in writing.
<i>Departure</i>	If you depart early or are sent home from your course, your full course fee is non-transferrable and non-refundable.
<i>Fee protection scheme</i>	Outward Bound, as an accredited NZQA provider, has an NZQA approved student fee protection scheme. See our website <a href="http://www.outwardbound.co.nz">www.outwardbound.co.nz</a> or phone 0800 688 927 for details.

### PRIVACY

<i>Personal information</i>	Your personal information will be held confidential to Outward Bound, in accordance with the Privacy Act (1993), for the purposes of Outward Bound courses and associated administration, including promotional activities. You have the right to see all information held by Outward Bound and may ask at any time for that information to be corrected; ethnicity information is collected for statistical purposes only. You authorise Outward Bound the right to send a copy of your course report to your course fee sponsors, including employers, if requested.
<i>Promotional material</i>	You authorise Outward Bound the right to use your name, comments and images (video footage or photographs) that are obtained in relation to your Outward Bound participation and to disclose this information to third parties for marketing and public relations purposes; these materials will remain the property of Outward Bound.

### HEALTH AND WELLBEING

<i>Safety</i>	Your safety and welfare is our primary concern, however you do participate at your own risk and must accept personal liability for any injury or loss. Note: there are times during your course when you will not be under the direct supervision of staff.
<i>Water confidence</i>	You must be confident in water and comfortable putting your head underwater.
<i>Smokefree, alcohol and drug free</i>	Outward Bound has a strict no-smoking policy. No alcohol or non-prescription drugs are permitted.
<i>Medical form</i>	Your Outward Bound medical form must be completed no more than 3 months before your course end date. Your Outward Bound medical form is due 8 weeks before your course start date. If your medical is overdue without prior agreement, and it is declined for any reason, the terms and conditions of a cancellation will apply.

Confirmation of your enrolment is subject to approval from your doctor, and Outward Bound's Screening Manager and Nurse. This is to ensure your safety, the safety of others, and quality course outcomes for all.

## 7. PARTICIPANT'S DECLARATION

- I have read and agree to the above Terms and Conditions.
- I understand that if I do not comply with the above Terms and Conditions, my enrolment may be cancelled or I may be sent home from my course at my own expense.
- I understand that, except as expressly permitted by law, if I give any false information, withhold any relevant information, or do not advise of any new relevant information, my enrolment may be cancelled or I may be sent home from my course at my own expense.
- I am willing to fully participate in my course, comply with all instructions, and respect others, their beliefs and belongings.

Participant's signature

Participant's name

Today's date

## 8. PARENT/CAREGIVER'S DECLARATION if participant 17 years or under

- I have read and discussed with my child the above Terms and Conditions and Participant's Declaration.
- I give permission for my child to participate in Outward Bound and understand that they will participate in some monitored isolation.
- I understand that if my child does not comply with the above Terms and Conditions and Participant's Declaration, their enrolment may be cancelled or they may be sent home from their course at my expense.
- I understand that my child must not participate in sexual activity during their course.

Parent/Caregiver's signature

Parent/Caregiver's name

Today's date

Relationship to participant