

Tennis Australia

Junior Development Coaching Course

(incorporating SIS30713 Certificate III in Sport Coaching)

Application Form

Junior Development Coaching Course

(incorporating SIS30713 Certificate III in Sport Coaching)

During the Tennis Australia Junior Development coaching course, participants learn to develop the skills of junior tennis players through the delivery of the ANZ Tennis Hot Shots program. There is a major focus on planning, delivering and reflecting on coaching sessions and creating positive learning environments for children. The course covers the ANZ Tennis Hot Shots program, Tennis Australia technical and tactical fundamentals, Cardio Tennis, legal and ethical responsibilities of a coach, risk management, program planning, tennis rules, personal development and using technology.

Through our collaboration with the Registered Training Organisation (RTO), Smart Connection Training, you are able to enrol with Smart Connection Training to undertake this course as a nationally recognised SIS30713 Certificate III in Sport Coaching qualification. The role of Smart Connection Training is outlined on p.3. Coaches completing this course are recognised as Tennis Australia qualified coaches.

Course details

The Tennis Australia Junior Development coaching course (*incorporating SIS30713 Certificate III in Sport Coaching*) will be conducted from:

The venue for this course will be:

To apply for the course, you are required to submit two forms: this Tennis Australia application form (p. 9–14) and also the Smart Connection Training enrolment form. Please read the course entry criteria carefully.

All applicants will be notified of the status of their application by phone and/or written correspondence approximately two weeks after the closing date.

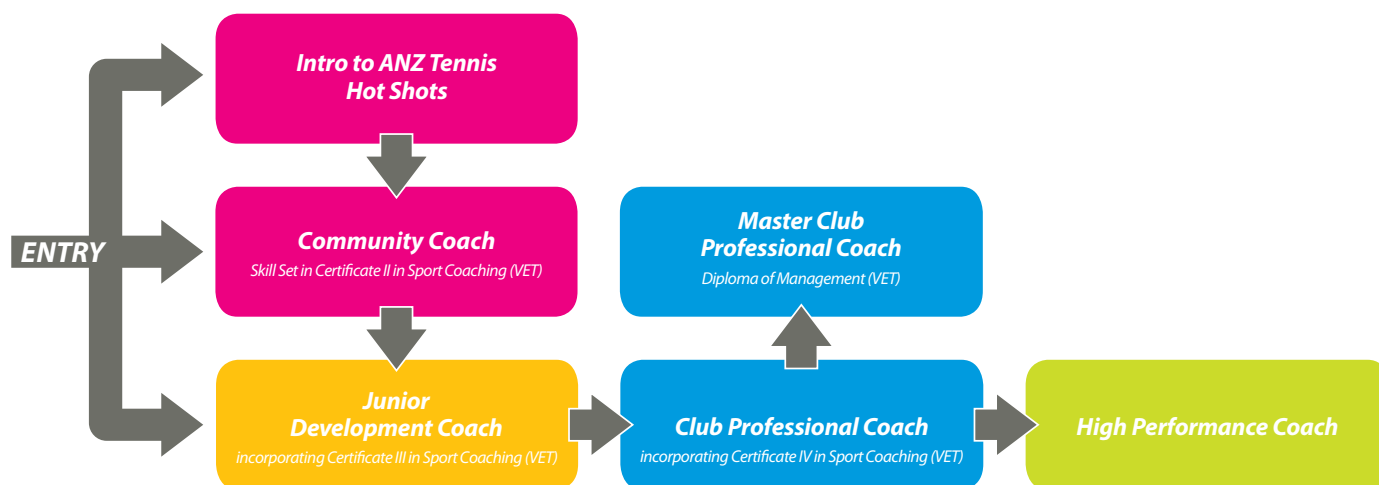
In some instances there are a limited number of positions available in the course. Course applicants will be admitted to the course based on their application and their ability to meet the course entry criteria.

Please return this application form (p. 9 –14) and the Smart Connection Training enrolment form to:

Your application should be returned by
and any queries should be directed to the
Course Coordinator.



Tennis Australia Coaching Pathway



Tennis Australia Junior Development Coaching Course

(incorporating SIS30713 Certificate III in Sport Coaching)

Course structure

Module 1 – Coaching tennis

Unit 1 SISSSCO101	Develop and update knowledge of coaching practices
Unit 2 SISSSCO202	Coach beginner and novice players to develop fundamental motor skills
Unit 3 SISSTNS307	Coach red stage tennis players
Unit 4 SISSTNS308	Coach orange stage tennis players
Unit 5 SISSTNS309	Coach green stage tennis players
Unit 6 SISSTNS205	Interpret and apply the rules and regulations of tennis
Unit 7 SISSSDE201	Communicate effectively with others in a sport environment
Unit 8 SISSSCO304	Customise coaching for athletes with specific needs
Unit 9 SISXFAC207	Maintain sport and recreation equipment for activities
Unit 10 SISSSCO303	Plan and deliver coaching programs

Module 2 – Risk management

Unit 11 SISXRSK301A	Undertake risk analysis of activities
Unit 12 HLTAID003	Provide first aid

Module 3 – Personal development

Unit 13 SISSCOP202A	Develop a personal management plan
Unit 14 SITXCOM401	Manage conflict
Unit 15 ICPMM263C	Access and use the internet

Training is delivered through Victorian and Commonwealth Government funding. Smart Connection Training embraces the Equal Opportunity Act 2010 and students with disability are encouraged to apply and access government subsidised training.

The role of Smart Connection Training

Smart Connection Training is your Registered Training Organisation (RTO). They are committed to delivering a quality training experience to clients and students. Smart Connection Training offers a broad scope of qualifications ranging from Certificate I to Advanced Diploma level qualifications, with three key streams:

- Sport and Recreation
- Fitness
- Business, administration and management

The scope of their registration can be viewed at www.training.gov.au

Smart Connection Training will:

- Maintain systems for recording student enrolments/ attendance, completion, assessments, outcomes (including Recognition of Current Competencies or Prior Learning), results, qualifications issued, grievances and the archiving of records. In the event that Smart Connection Company ceases operations, all records of students' results from the time they became registered will be sent to the relevant government body.

- Supply the relevant government body with delivery details for each course/training package qualification and module/unit of competence in the Scope of Registration. Information on student details including enrolments, participation and completions in accordance with AVETMISS requirements will also be provided.
- Maintain confidentiality of all records.
- Ensure a current copy of the accredited course curriculum/ endorsed training package and information regarding the program of study, availability of learning resources and appropriate support services are available to students.
- Ensure training and assessment occurs within the requirements of the accredited course/endorsed training package and where appropriate, the state or national guidelines for customising courses.
- Obtain written permission from course copyright owners prior to course delivery to use and, if required, customise courses.



Course entry criteria

To gain acceptance into the Tennis Australia Junior Development coaching course (*incorporating SIS30713 Certificate III in Sport Coaching*) applicants are required to meet the following entry criteria.

Applicants may also be required to complete an initial entry interview with the Course Coordinator.

Candidates are required to:

- Be a minimum of 16 years of age at the time of Tennis Australia Junior Development coaching course (*incorporating SIS30713 Certificate III in Sport Coaching*)¹.
- Comply with all requirements of the Tennis Australia Member Protection Policy. This requires a course candidate to hold a current Working with Children Check (WWCC) or State/Territory equivalent in your respective State/Territory. The State/Territory WWCC requirements vary around Australia and can be found at tennis.com.au/coaches/membership/policies.
- As part of your application, you must obtain and provide Tennis Australia with evidence of the following:²
 - An original or certified copy of a current Working with Children Check (WWCC) or State/Territory equivalent in your respective State/Territory.
 - A signed Tennis Australia Member Protection Declaration (MPD). This declaration is on p.12.
- Maintain a suitable physical fitness level to complete the practical components of the course. If have any concerns about this component please contact the Course Coordinator to discuss.
- Complete the Smart Connection Training enrolment form³.

Notes:

¹ The course may be completed by a candidate who is less than 16 years of age but the candidate will not receive the Tennis Australia Junior Development coaching certificate until such time as this age requirement has been met.

² More information can be obtained from the Course Coordinator.

³ Form available on Tennis Australia website.



Application checklist

- Complete all sections of application form (p. 9–14).
- Complete the Smart Connection Training enrolment form.
- Candidates must be a minimum of 16 years of age to receive the Tennis Australia Junior Development coach certificate.
- Have the required personal fitness level to physically complete the practical requirements of the coaching course.
- Attach relevant WWCC as required in your state or territory – visit tennis.com.au/coaches/membership/policies.
- Signed Member Protection Declaration (p.12).
- Signed Supervising Coach Commitment - supervising coach **MUST** be a Club Professional qualified coach.
- If you have a current First Aid certificate please attach to this application form.



Compulsory attendance

If accepted into the course, you must agree to attend all of the face-to-face sessions. In the event of non-attendance you will be required to attend contact days at a future course to make up the sessions missed. If you are unable to attend due to illness a medical certificate is required.

Coaching practice – supervising coach

Coaching practice is incorporated into “Module 1 – Coaching tennis” of the Junior Development coaching course (*incorporating SIS30713 Certificate III in Sport Coaching*). During the course, candidates must complete 40 hours of practical coaching with junior players (red, orange and green stage players). Confirmation of these hours is required through the completion of a coaching log sheet provided during the course. These hours must be completed under the guidance of a Club Professional qualified coach.

Number of course participants

The maximum number of candidates is 24. This ensures quality in delivery and learning experiences. The maximum Learning Facilitator to participant ratio is 1:8 for on-court practical sessions.

Assessment

All modules in this coaching course involve assessment. Opportunities to demonstrate competence are many and varied and include observation and demonstration of coaching sessions, written and oral questioning, peer assessment, role plays and portfolios of evidence.

The Learning Facilitators will implement flexible assessment methods to allow those with special needs to undertake an alternative form of assessment. Should you have any special needs it is highly recommended you bring these to the attention of the Course Coordinator before the start of the course. Please refer to the Smart Connection Training Student Handbook for more information.

Course completion

Course participants will have 12 months from the course start date to complete all units to a competent standard. If this is not achieved an administration fee of \$350 (incl GST) will be incurred by the course participant. Following receipt of this payment, the course deadline will be extended, but not exceed 24 months from the course start date.



Recognition of Current Competence (RCC), Recognition of Prior Learning (RPL) and Credit Transfer (CT)

Applicants are expected to attend all units. Applicants who believe they have current competence, credit transfers or recognition of prior learning in any unit of competency may apply to their Course Coordinator. This process should be completed prior to beginning the Tennis Australia Junior Development coaching course (*incorporating SIS30713 Certificate III in Sport Coaching*). No units are waived or may be excluded in any other way. For more information about the process please contact your Course Coordinator.

Procedure for appeals and complaints

Tennis Australia and Smart Connection Training actively encourage feedback and dialogue with our course participants, work places and trainers as part of their continuous improvement philosophy. We established an equitable and transparent process for encouraging and dealing with feedback, complaints, grievances and appeals.

Our policy is governed by the following values and principles:

- All course participants students shall have a clear opportunity to express their view on their learning experience, whether positive or negative.
- The process shall be transparent and no course participant shall perceive any disadvantage by expressing their views.
- The complaint shall be dealt with at the level of occurrence with opportunity for escalation to hasten resolve.
- High-risk complaints, including allegations of sexual harassment, discrimination and bullying shall be directed to Tennis Australia.
- Student feedback shall be dealt with in a timely, confidential and open manner and the student shall be kept informed of progress.
- Course participant feedback will be analysed and trends built into the company's continuous improvement process so all course participants benefit from the learning of the feedback.

Please refer to the Smart Connection Training Student handbook for more information.

Tennis Australia refund policy

Upon acceptance into the Tennis Australia Junior Development coaching course candidates will be expected to pay the full course fees prior to the first day of the course.

Fees paid by candidates may be refunded in the following circumstances and timeframes:

- For withdrawals received in writing, after accepting a place in the course but before the first day of the course, fees will be refunded less a \$150 (incl GST) administration fee.
- For withdrawals received after the course start date, no payments will be refunded.



Understanding Vocational Education and Training (VET)

The Tennis Australia Junior Development coaching course incorporates the nationally recognised SIS30713 Certificate III in Sport Coaching qualification which is part of the Vocational and Education Training (VET) system.

What is Vocational Education and Training (VET)?

- Provides education and training programs specifically linked to employment
- Approx. 1.7 million students (approx 13% of the working age population) take part in vocational education and training each year.
- Operates under national principles and agreements and is jointly managed by Australian state, territory and federal governments, in partnership with industry and training providers
- Consists broadly of four elements:
 - Australian Qualifications Framework (AQF), assuring the quality and portability of the outcomes of the system for its clients;
 - Training Packages, assuring nationally endorsed competency standards and qualifications; and
 - Australian Quality Training Framework (AQTF), assuring the quality of training and assessment services by training organisations and the quality of accredited courses.
 - Registered Training Organisations (RTOs) are the providers of nationally recognised training. Only registered training organisations are permitted to issue nationally recognised qualifications and statements of attainment from training packages. Secondary schools, TAFE colleges, private providers, industry associations, employers, community education providers and universities can all be RTOs.

Source: <http://www.serviceskills.com.au>

For further information visit: www.training.com.au

State and Federal Government Subsidies

The Tennis Australia Junior Development coaching course incorporates the nationally recognised SIS30713 Certificate III in Sport Coaching qualification. Students completing nationally recognised qualifications may be eligible to receive state and/or federal government funding. If you are interested in finding out more information about apprenticeship/traineeships in sport, please contact your Course Coordinator.

Please note: subsidies vary across states/territories. Only an Australian Apprenticeship Centre (AAC) can provide advice on eligibility for federal government traineeship funding. Your Course Coordinator will be able to provide your Head Coach with your local ACC contact. If you are interested, please make contact with your Course Coordinator at least six weeks before the course start date.



Coach Membership

On acceptance into the Tennis Australia Junior Development coaching course you will receive a complimentary Trainee Coach Membership (if you are not already an existing member). Your complimentary membership, valued at \$142 (incl GST), will be valid until the end of the financial year during which the face-face component of your course is completed. If you do not complete the course within that financial year you will be required to renew your Trainee Coach Membership to access Bounce, our e-learning platform, to complete the course. The Trainee Coach Membership includes: Insurance: \$20 Million Public Liability and \$10 Million Professional Identity and Personal Accident Cover plus a wide range of benefits and resources.

Additional membership benefits will be available to you when you successfully complete the course and are required to upgrade to become a Qualified coach member. Among the many benefits are: access to the Tennis brand, outdoor coaching signs, business cards, ITF Tennis iCoach, insurance, Bounce, e-news, priority booking to the Australian Open, information services (e.g., Australian Tennis Magazine, CoachesWorld newsletter, e-newsletter), Tennis Australia official sunglasses supplier, find a coach listing and more.

For further information about Tennis Australia's services, programs or special offers - hit the net! Our website not only keeps you up-to-date with the latest local, national and international tennis news, it also outlines all Coach Membership services and benefits.

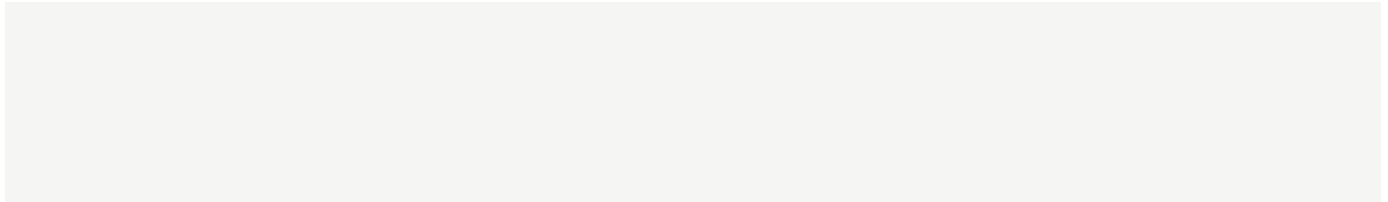
T: 03 9914 4191

E: coachmembership@tennis.com.au

W: tennis.com.au/coaches

Tennis Australia Junior Development Coaching Course Application Form

Please submit pages 9-14 to:



Participant details

Title (please circle): Mr Miss Ms Mrs

Last name: _____ First name: _____

Address: _____

Suburb: _____

State: _____ Postcode: _____

Email: _____

Home phone: _____ Mobile: _____

Date of birth: _____ Sex: male female Aboriginal Torres Strait Islander

Do you speak another language? If yes, please state _____

Which of the following categories best describes your current coaching commitment, both on-court and off-court?

Full-time (more than 25 hours) Part-time (less than 25 hours) Inactive Retired

My Tennis (Coach Membership) number: _____

Business name: _____ Website: _____

Uniform size:

Women's

size 8 size 10 size 12 size 14 size 16

Men's

Small Medium Large X Large XX Large

Coach screening

Coach screening is an essential requirement for all Qualified and Trainee coach members. Each State/Territory has its own legislation and it is necessary to fulfil the requirements for each State or Territory in which you are working. Please provide your Working with Children (WWC) check number and expiry date or submit your current original or certified copy of your National Police Certificate.

Visit tennis.com.au/coachscreening for more information.

This section must be completed

Relevant for Western Australia, Queensland, Victoria, New South Wales and Northern Territory - please attach a copy of your card or receipt	Relevant for Tasmania, South Australia, and Australian Capital Territory
WWC check number (NSW, WA, Vic, Qld (blue card), NT (Ochre card))	National Police Certificate
Full name as printed on card or certificate	<input type="checkbox"/> Sent the current original (or certified copy) to Tennis Australia.
Number (as above)	All original and certified National Police Checks will be returned once sighted.
Expiry date _____ / _____ / _____	

Current coaching positions (e.g. Assistant coach at Jonty Tennis Centre under Jim Jackson).

Responsibilities and type of coaching (e.g. juniors, adults, squads, tournament level players, 5–7 years, modified juniors, ANZ Tennis Hot Shots coaching groups and or competition etc).

Past coaching experience (Coaching position, e.g. Head coach, Assistant Coach/administrator)	Club	Coaching hours per week	Period (e.g. Jan 02–Feb 03)

Current playing and highest playing level	Competition name	State/Territory



Course participant supervising coach details

Supervising coach information

Title (please circle): Mr Miss Ms Mrs

Last name: _____ First name: _____

Address: _____

Suburb: _____

State: _____ Postcode: _____

Email: _____

Home phone: _____ Mobile: _____

My Tennis (Coach Membership) number: _____

Tennis Australia coach qualification (Must be minimum Club Professional qualified): _____

Supervising coach commitment

By completing and signing this application form, I fully understand my role and commitment to _____ as their supervising coach. (insert course participant's name)

I agree to make all reasonable efforts to provide support and offer experiences to progress the course participant's coaching skills.

I agree to act professionally, ethically and to abide by Tennis Australia's National Policies, including the Member Protection Policy and the Coaches' Code of Conduct at all times.

The supervising coach is expected to assist the course participant in the following areas:

- session planning
- group and time management and communication
- session delivery and catering for the needs of individual players in each group.
- assistance with analysis and improvement of technical and tactical skills of junior players
- assist in sourcing four players for each of the following on-court assessments — red stage (beginner players aged 6–8 years), orange stage (players aged 8–10 years) and green stage (players aged 10–12 years). These players should be able to maintain a basic rally appropriate to their age and stage.
- submit a third party report which will provide additional evidence of the course participant's competency in a range of areas as demonstrated in their workplace (e.g., maintaining equipment). A template for this report will be provided.

Should I have any questions and queries I will direct them to the Course Coordinator and work with them in making the coaching course experience as fulfilling as possible for the course participant.

Privacy

To assist us in the provision of products and services, we need to collect personal information about you. When you provide personal information you agree that this will be used by Tennis Australia and other Australian Tennis Organisations under the terms of this statement, and the tennis privacy policy located at www.tennis.com.au/privacy, which contains information about how you may access and seek correction of your personal information or complain about a breach of your privacy, and how we will deal with that complaint. If you do not agree, you must not provide your personal information, and you may be unable to access all of our products and services. We may disclose your personal information to other parties, including our related companies, other Australian Tennis Organisations, and third parties who provide us services. From time to time, these third parties may be located (and therefore your personal information may be disclosed overseas, including to the USA and the Netherlands). We may use and disclose your personal information for direct marketing purposes regarding the products and services you are signing up to receive, unless you opt-out (which you can do at any time in accordance with the tennis privacy policy), and for facilitating further offers if you tick one of the boxes below.

- I wish to receive further offers from Tennis Australia and other Australian Tennis Organisations regarding other products and services. [optional].
- I wish to receive other offers from third parties who have a relationship with Tennis Australia or other Australian Tennis Organisations about their products and services. [optional].

Name (print) _____ Signature _____ Date _____

Member Protection Declaration

(to be completed by the course participant)

Tennis Australia has a duty of care to its members and to the general public who interact with its employees, volunteers, members and others involved with Tennis Australia's activities. As part of this duty of care and as a requirement of Tennis Australia's Member Protection Policy, Tennis Australia and Australian Tennis Organisations must inquire into the background of:

- persons who are appointed or seeking appointment with children under 18 years of age (whether employed, contracted or otherwise) as a coach, team manager, tournament director or umpire; (paid or volunteer) and
- persons appointed or seeking appointment to a role in which they are likely to have individual and unsupervised contact with players under 18 years of age

I, (name)

.....(address) Date of Birth...../...../.....

SINCERELY declare:

1. I do not have any criminal charge pending before the courts.
2. I do not have any criminal convictions or findings of guilt for, or related to, violence, child abuse, serious sexual offences or offences related to children.
3. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, acts of violence, intimidation or other forms of harassment.
4. To my knowledge there is no other matter that the Australian Tennis Organisation may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by engaging me.
5. I will notify the President or appointed person within the Australian Tennis Organisation engaging me immediately upon becoming aware that any of the matters set out in clauses [1 to 4] above has changed for whatever reason.

Declared in the State/Territory of: on/...../..... (date) Signature.....

OR

I,(name)

of(address) Born/...../.....

SINCERELY declare:

That, I have the following to disclose [please provide details of the offence for which you are unable to make the above declaration, including the nature of the offence, when it was conducted and any disciplinary action or penalty imposed as a result of the offence]

Name:.....

Signature:..... Date:/...../.....

Parent/Guardian Consent (in respect of person under the age of 18 years)

I have read and understood the declaration provided by my child or ward. I confirm and warrant that the contents of the declaration provided by my child or ward are true and correct in every particular.

Name:.....

Signature:..... Date:/...../.....

Tennis Australia Junior Development Coaching Course

Obligations of the course participant

On being accepted into the Tennis Australia Junior Development coaching course, I consent to being bound by and agree to:

- a) Nominate a Supervising Coach (minimum Tennis Australia Club Professional qualified) prior to commencing the course;
- b) Undertake 40 hours of coaching junior players under the guidance of the Supervising Coach during the course;
- c) Attend all sessions of the course;
- d) Be punctual for all sessions;
- e) Inform the Course Coordinator by phone or email if unable attend any sessions due to illness (a medical certificate may be requested by Course Coordinator);
- f) Make up any sessions/units missed at an appropriate session during a future course;
- g) Dress and behave in a professional manner during the course;
- h) Maintain a suitable physical fitness level to complete the practical components of the course. If you have any concerns about this component please contact the Course Coordinator to discuss;
- i) Provide four players for three on-court assessments (players will be at the red, orange and green stage of the ANZ Tennis Hot Shots program);
- j) Complete all assessment tasks by the due dates;
- k) Pay all course fees by the due date;
- l) Apply for an extension and pay an administration fee of \$350 (incl GST) if all course requirements are not successfully completed within 12 months from the start day of the course;
- m) Be withdrawn from the course if all course requirements are not successfully completed within 24 months from the start day of the course.

Coach Membership terms and conditions

I understand and agree:

1. If my application for Coach Member is accepted, I will be subject to and bound by all relevant Tennis Australia policies and By-Laws (as developed and/or amended by Tennis Australia from time to time) including, but not limited to the Member Protection Policy (incorporating the Coaches Code of Conduct) and the Anti Doping Policy. These policies are available at www.tennis.com.au/coaches/membership/policies and www.tennis.com.au/about-us/about-tennisaustralia/policies
2. In order to protect the integrity and safety of the sport of tennis, I acknowledge and agree that all Coach Membership applicants must comply with and meet Tennis Australia's screening requirements and any insurance eligibility requirements before their Coach Membership application is processed and accepted and insurance is provided. I understand that Qualified and Trainee coach members must meet the Australian WWC or National Police Check requirements that apply to them and all Qualified, Trainee and International Coach Membership must meet read, complete, sign and return a Member Protection Declaration when requested by Tennis Australia.
3. As a Coach Member I must: (a) act in a professional and lawful manner at all times; (b) promote and support Tennis Australia's programs and activities (c) not do, or have previously done, anything that may, in Tennis Australia's reasonable opinion, bring Tennis Australia or the sport of tennis into disrepute; and (d) only use Tennis Australia's branding and coaching materials in relation to Tennis Australia endorsed activities and not for any other purpose,
4. Tennis Australia reserves the right to reject my application for Coach Membership, accept my application but impose certain conditions, and/or suspend or cancel my existing coach membership during the term based on any of the following: (a) the results of Tennis Australia's screening processes or information about criminal activities that Tennis Australia subsequently becomes aware; (b) my failure to meet Tennis Australia's membership and insurance requirements; (c) my breach of a policy or by-law referred to in item 1 and/or my breach of this agreement, provided that decision is not contrary to any applicable laws.
5. Coach Membership fees are non-refundable (even if a membership is suspended or cancelled) and Coach Membership is personal and not transferable.
6. A Qualified Coach Member must have coaching qualifications recognised by Tennis Australia. You must provide evidence of your qualifications with your application if you are not an existing Tennis Australia Coach Member.
7. A Trainee Coach Member must coach at the same venue as, and under the supervision of, a Qualified Coach Member. Trainees must complete a coaching course recognised by Tennis Australia within four years of first applying for Trainee membership.
8. If joining Tennis Australia Coach Membership for the first time, a pro-rata portion of the annual membership payment will be accepted (as calculated by Tennis Australia). Pro-rata payments are not otherwise applicable or accepted.
9. Tennis Australia reserves the right to vary or amend these terms and conditions during the term for operational, business, security or safety purposes at any time by providing at least 30 days written notice.

Consent - use of image

I consent to my image or likeness being taken, retained and reproduced by or on behalf of Tennis Australia. I acknowledge that all photographs, video footage, television footage, electronic images, sound recordings and other records, images and recordings (Records) that are obtained by or on behalf of Tennis Australia and that include my image, voice or likeness, shall remain the property of Tennis Australia at all times. I consent to use of the Records by Tennis Australia, its Member Associations (for example, Tennis Victoria) and/or its commercial sponsors, suppliers and other partners in any way, including but not limited to, in hard copy, electronic and online publications, without any notice or compensation to me or my assigns. I agree that there will be no restriction as to which Records are used, when those Records are used, how those Records are used, or the number of times the Records are used.

Please tick the box if you DO NOT :

- consent to the use of your image as set out above.

Privacy

To assist us in the provision of products and services, we need to collect personal information about you. When you provide personal information you agree that this will be used by Tennis Australia and other Australian Tennis Organisations under the terms of this statement, and the tennis privacy policy located at www.tennis.com.au/privacy, which contains information about how you may access and seek correction of your personal information or complain about a breach of your privacy, and how we will deal with that complaint. If you do not agree, you must not provide your personal information, and you may be unable to access all of our products and services. We may disclose your personal information to other parties, including our related companies, other Australian Tennis Organisations, and third parties who provide us services. From time to time, these third parties may be located (and therefore your personal information may be disclosed overseas, including to the USA and the Netherlands). We may use and disclose your personal information for direct marketing purposes regarding the products and services you are signing up to receive, unless you opt-out (which you can do at any time in accordance with the tennis privacy policy), and for facilitating further offers if you tick one of the boxes below.

- I wish to receive further offers from Tennis Australia and other Australian Tennis Organisations regarding other products and services. [optional].
- I wish to receive other offers from third parties who have a relationship with Tennis Australia or other Australian Tennis Organisations about their products and services. [optional].

Agreement to terms and conditions

By signing and submitting this application form I accept and agree to be bound by the above terms and conditions.

Name (*print*) _____

Signature _____ Date _____

Parent/guardian name (*if course participant is under 18 years*): _____

Signature _____ Date _____



Junior Development Coaching Course Payment

Tax Invoice

Tennis Australia
ABN: 61006281125

Course participant name: _____

Enrolment fee	\$320 (GST exempt)
Course fee	\$1,400
GST (10%)	\$140
Total payable	\$1,860

Please note: Upon acceptance into the course, you will be expected to pay the full course fee before the first day of the course. If you are experiencing financial difficulty, please contact your Course Coordinator to organise a payment plan for your course fees.

Payment options

Include payment of full course fee \$1860 (incl GST)

Payment method

These include money order, cheque (*cheques payable to Tennis Australia*), Electronic Funds Transfer (EFT) or credit card. EFT to Tennis Australia - BSB: 013-006 – Acc No: 835672673.

Please ensure your funds transfer credit is adequately identified using a clear reference – eg: “QLD-yourname” (QLDJD-jbloggs) and retain the receipt of payment to submit to the Course Coordinator. If you do not provide a reference, Tennis Australia will not be able to track your payment.

Date _____ Reference ID _____

Credit card (*please circle and print clearly*): Visa Mastercard

Card no: / / /

Expiry _____ / _____ CCV number:

By signing below, I authorise Tennis Australia to charge my credit card number the Tennis Australia Junior Development coaching course fee of:

\$1,860 (incl. GST)

Name on card (*please print*) _____

Signature _____ Date _____ / _____ / _____

Please note: All credit card payments will incur an administration surcharge of 3%.

Tax Invoice: This document will be a tax invoice for GST purposes when fully completed and payment made. Therefore please retain a copy of this page.



Tennis Australia
Olympic Boulevard
Melbourne, VIC 3000
Private Bag 6060
Richmond, VIC 3121



Junior Development Coaching Course

(Incorporating SIS30713 Certificate III in Sport Coaching)

QLD Schedule 2015

Day		Date	Time	Module	Venue
1	Sat	07-Mar-15	9.00am - 5.00pm	Module 1 – Coaching tennis	Redcliffe TC
2	Sun	08-Mar-15	9.00am - 5.00pm	Module 1 – Coaching tennis	Redcliffe TC
3	Sat	28-Mar-15	9.00am – 3.30pm	Module 1 – Coaching tennis Module 2 – Legal and risk management	Redcliffe TC
4	Sun	29-Mar-15	9.00am – 3.00pm	Module 2 - First aid	Redcliffe TC
5	Tues	14-Apr-15	9.00am – 5.00pm	Module 1 – Coaching tennis	Redcliffe TC
6	Wed	15-Apr-15	9.00am – 5.00pm	Module 1 – Coaching tennis	Redcliffe TC
7	Thur	16-Apr-15	9.00am – 5.00pm	Module 1 – Coaching tennis	Redcliffe TC
8	Fri	17-Apr-15	9.00am – 5.00pm	Module 3 – Personal development (manage conflict/personal management/catering for specific needs)	Redcliffe TC
9	Sat	9-May-15	9.00am – 5.00pm 1 hr allocated time	Module 1 – Coaching tennis On-court assessment (red stage)	Redcliffe TC
10	Sun	10-May-15	9.00am – 5.00pm	Module 1 – Coaching tennis	Redcliffe TC
11	Sat	23-May-15	9.00am – 5.00pm	Module 1 – Coaching tennis	Redcliffe TC
12	Sun	24-May-15	9.00am – 5.00pm	Module 1 – Coaching tennis Module 3 – Personal development (access and use the internet)	Redcliffe TC
13	Sat	13-Jun-15	9.00am – 5.00pm	Module 1 – Coaching tennis	Redcliffe TC
14	Sun	14-Jun-15	9.00am – 5.00pm 1 hr allocated time	Module 1 – Coaching tennis On-court assessment (orange stage)	Redcliffe TC
15	Sat	27-Jun-15	9.00am – 5.00pm	Module 1 – Coaching tennis	Redcliffe TC
16	Sun	28-Jun-15	9.00am – 5.00pm	Module 1 – Coaching tennis	Redcliffe TC
17	Sat	18-Jul-15	9.00am – 2.00pm	Module 1 – Coaching tennis	Redcliffe TC
18	Sun	19-Jul-15	9.00am – 4.00pm	Module 1 – Coaching tennis	Redcliffe TC
19	Sun	1-Aug-15	9.00am – 5.00pm 1 hr allocated time	Module 1 – Coaching tennis On-court assessment (green stage)	Redcliffe TC

Note: The course consists of three modules:

Module 1 – Coaching tennis

Module 2 – Risk management

Module 3 – Personal development

- This course schedule is subject to change.
- To maximise the outcomes of the course, attendance at all sessions is compulsory.
- If you are unable to attend a session, you must notify the Course Coordinator prior to the commencement of the course.
- A medical certificate may be required if you are unable to attend any sessions due to illness.