



# CPAes

**CERTIFIED  
PRACTISING  
AESTHETICIAN**

Please attach  
a passport  
sized  
photograph

## APPLICATION FORM

Please read the Guide for Applicants Information relating to Membership and or Certification prior to completing this application form. Please ensure that your application is complete, and attach all necessary documentation as specified in documents required for your Application.

I am interested to apply for the following:

**Membership Categories:**

- Student
- Affiliate
- Associate Fellow
- Fellow

  
  
  

**CPAes Certification:**

(Please attached resume)

**Course:**

- CPAes Qualification Course
- Others:

Address for correspondence

Suburb/Town:	Postcode/Zip code:
Country:	
Telephone (bt):	
Telephone (ah):	
Mobile:	
Email:	

### Personal Details

Family Name

Former Family Names (eg. Maiden name)

Given Names

Title (please circle)

Miss Ms Mrs Mr

Other title

Date of Birth

dd	mm	yyyy
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Gender (please circle)

M F

Residential Address (if not the same as above)

Suburb/Town:	Postcode/Zip code:
Country:	
Telephone (bt):	
Telephone (ah):	
Facsimile:	

## Qualifications

Please list ALL your educational qualifications (incomplete and complete). You must supply properly verified or original documentation as specified in the Guide for Applicants. If more space is required provide details on an attached sheet of paper.

Complete the details of your qualifications in the following format:

Dates Attended (eg. 1996-1999)	Qualification (eg. Master of Science)	Complete Yes/No	Name and Country of Institution (eg. University of Canberra, Australia)
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**A.** Post graduate course of any type (Higher Doctorate, PhD, Masters, Preliminary or Qualifying, PG Diploma, PG Certificate, etc).


**B.** Bachelors Degree course.


**C.** Diploma or Associate Diploma course undertaken at a CAE, University, Teacher's College, Institute of Technology, Institute of Advanced Education or Institute of Tertiary Education.


**D.** Diploma or Associate Diploma course undertaken at a TAFE (Technical and Further Education) College or Technical College.


**E.** TAFE Award course other than a Diploma or Associate Diploma, undertaken at a TAFE College, Technical College, CAE, Institute of Advanced Education or Institute of Tertiary Education, education or


**F.** Final year of Secondary Education at a High School, Technical High School or Secondary College.

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**G.** Final year of Secondary Education at another institution.

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**H.** Other qualification or certificate of attainment or competence.


If you are using work experience as an entry qualification you must supply documentation as specified in the Guide for Applicants. Please list your work experience.

**Dates Employed**  
(eg. 1993-1998)

**Name of Employer**  
(eg. IBM)

**Position and Type of Work**  
(eg. Manager-Managed the Accounts section)


### Professional Referees

If you are using work experience as an entry qualification please provide references.

Name and Position:	
Phone / Fax / E-mail:	
Postal Address:	

Name and Position:	
Phone / Fax / E-mail:	
Postal Address:	

## Privacy Statement

The Academy of Professional Aestheticians (APA) is subject to the provisions of the Commonwealth *Privacy Act 1988* and you are entitled to protection of your privacy. This means that any information APA collects about you, including personal details, academic progress details, and personal information, is treated by APA according to strict guidelines.

Access to your information is restricted to those APA staff that may need the information in order to carry out their responsibilities in your personal and/or academic interests.

Other than in accordance with any legal or academic obligation, APA will not disclose personal information about you. This means that we do not release any information we hold about you, including your address, or your results, even to close relatives, without your permission.

The exceptions to the general application of these guidelines are the obligations imposed on us by law, Government regulation, or the requirements for normal operation of APA.

They include the following:

- We release statistical information to the Department of Statistics;
- We disclose the personal information you have given in this application to Ministry of Education.
- When your award is conferred, your name will be published in the record of proceedings for the conferring
- of awards;
- We may publish your examination results and the award of a prize or scholarship;
- Your data may be included in aggregate socio-economic data by APA for planning purposes; and
- If you are alleged to have committed a criminal offence, we may be requested to assist the police with personal information about you for the enforcement of the criminal law.

## Declaration

I am aware that submission of an incomplete application may delay or eliminate consideration of my application. I declare that all the information I have provided, to the best of my understanding and belief, is complete and correct.

I understand that the giving of false or misleading information may lead to the refusal of my application or cancellation of enrolment.

I give permission to APA to obtain official records from any educational institution attended by me. As detailed in the Privacy Statement, I authorise APA to supply any relevant official records to government bodies.

If any information is discovered to be untrue or misleading in any respect, I consent to APA collecting, storing and disclosing this information to the APA Committee any of its member and any other relevant examining authority.

I authorize Academy of Professional Aestheticians to obtain further information with respect to my application and, if necessary, seek academic information or transcripts from educational institutions. I also understand that Academy of Professional Aestheticians is not responsible if any educational body / institution does not supply these records. I understand that the results of the search will be made available to me on request and that an audit of this authority may also be undertaken.

**I have read the Privacy Statement and the Declaration above and agree with these conditions.**

Applicant's Signature

Date

	dd	mm	yyyy
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The Academy of Professional Aestheticians reserves the right to change any of the details contained in this document and also the terms and conditions for membership, certification and courses conducted.