

ISTITUTO ITALIANO DI CULTURA DI MELBOURNE



Enrolment Form 2026

Term: 1 ☐ 2 ☐ 3 ☐ 4 ☐				
Course:		Lesson - Private/Semiprivate:		
A1. 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐	Online: ☐ Onsite: ☐ Assessment: ☐			
A2. 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐	Lesson package:			
B1. 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐	1 - person(online only) ☐	1 – hr ☐		
B2. 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐	2 - people ☐		5 – hr ☐	10 – hr ☐
C1. 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐	3 - people ☐		5 – hr ☐	10 – hr ☐
B1 standard - CILS exam ☐	Course/Lessons - day and time			
Special Course: Conversation: ☐ VCE ☐ Bambini ☐	Monday ☐	Tuesday ☐	Wednesday ☐	
	Thursday ☐	Friday ☐	Saturday ☐	
	Morning ☐	Afternoon ☐	Evening ☐	
Student details				
Title: Mr ☐ Mrs ☐ Ms ☐ Other ☐	Full Name:			
Member: ☐	I am already an IIC student ☐			
Payment (please note we do not accept cheques)				
Course/Lessons fee: \$				
☐ Bank Transfer Account Name: Istituto Italiano di Cultura BSB: 063-170 Account No: 0000 0015 Please write your surname and indicate the service/product you have paid for e.g. Course A1.3, textbook etc. Please email remittances to corsi.iicmelbourne@esteri.it				
☐ Cash	☐ Debit card	☐ MasterCard	☐ Visa	*(Payment taken over the phone - 03 9866 4729) *(\$2.00 surcharge applies to cover administrative costs)
For NEW students only				
Telephone: Email address: Postal address:				
Where did you hear about our courses? Google ☐ IIC Website ☐ Social media ☐ Friends ☐ Newspapers ☐ Radio ☐ Leaflets ☐ Other ☐				
Reason for enrolment:				

☐ **I am interested in joining the IIC mailing list and receive events info and invitations.**

By subscribing to our newsletter service, you agree that your personal data will be stored and processed by the IIC Melbourne in order to: send you information about our events as well as events taking place in VIC, SA, WA and Tasmania related to Italian culture; send you invitations to our events. You can change your mind at any time by clicking the unsubscribe link in the footer of any email you receive from us, or by contacting us at iicmelbourne@esteri.it

Terms and conditions

1. Fees must be paid in full upon enrolment and are payable in advance before the beginning of the block. Enrolment is not confirmed unless payment is made in full. Please note that we cannot accept any reservation for course enrolment without payment.
2. Before enrolling, students are advised to consider carefully their circumstances and personal commitments (such as family, employment and health) as - no cancellation or refund will be possible after the specified deadline unless the course is cancelled by the IIC Melbourne - no partial refund can be given for classes not attended
3. Any student who has paid for a course and who withdraws before the beginning of the course will be entitled to a refund of the amount paid less \$50 for admin fee.
4. In case of class cancellation by the IIC Melbourne, students may request a transfer to another class, or a full refund of fees paid. Fees will be refunded in full if a course is cancelled by IIC due to an insufficient number of students.
5. Once you have sent us your enrolment form and payment, you simply turn up on the first day of your course. In the event of cancellation, we will notify you in writing.
6. Fees do not include textbooks unless otherwise specified. Where specified, expenditure on textbooks cannot be refunded once books have been collected by the student.
7. Students are required to purchase the recommended textbook. They may choose to buy the book through the IIC Melbourne or independently.
8. Students may request a transfer to another class if the level that they are enrolled in is not appropriate. The request must be received within the first week of the Block. Please note that transfers can only occur if there is a vacancy in the new class.
9. Enrolments in our courses are not transferable to another person.
10. Teachers are chosen by the Institute, both for private and group lessons, and may vary from course to course and from one block of private lessons to the next one.

[Read the full Personal data information](#)

Disclaimer Personal Data Information on the protection of individuals with regard to the processing (usage) of personal data (General Data Protection Regulation (UE) 2016/679, art. 13). The processing of personal data requested when registering as a user with the IIC Melbourne will be based on the principles of lawfulness, fairness and transparency to protect the fundamental rights and freedoms of individuals. The holder of the usage is the Ministry of Foreign Affairs and International Cooperation (MAECI) of the Italian Republic which operates, in this specific case, through the IIC Melbourne. The processing of data, carried out by personnel specifically appointed by the IIC Melbourne, will be carried out in both an automated and manual manner. The data provided by the interested party during registration will be processed only by the owner and will not be sent to third parties.

Declaration:

- ☐ ***I understand these terms and conditions and agree to abide by them.***
- ☐ ***By declaring that I have read the above information, I give my consent to the treatment of my personal data for the purpose indicated above.***

Date:

Signature*:

**(To sign: E-Sign → Add signature → Draw)*