

Dear Parents,

This option assumes the Certificate 3 in Business was completed in 2015. When all modules are complete, the next step for most Year 12 students is to enrol in the Certificate 4 in Business.

The cost for the Certificate 4 in Business course is \$575. The course fee needs to be paid to Padua College via this school website. A receipt number will be sent by the system, which goes onto the enrolment form. The enrolment forms may be downloaded, printed and completed, then returned directly to Mr Michael O'Rourke, the Vocational Education coordinator. They may be delivered on paper when school returns in January, or scanned and sent to his email morourke@padua.qld.edu.au. Once your son's completed forms are received he will be enrolled into his Certificate 4 in Business course with The College of Health and Fitness.

Enrolment forms:

Your son can download his enrolment form for you to read over with him and sign together, using this short-cut link.

<http://goo.gl/ESIA4z>

Course Payment details:

Click on the following link or go onto the Padua College website Online Payments page, choose the General icon and select the appropriate course from the drop-down menu for your son.

<http://padua.qld.edu.au/news-and-events/online-payments/>

Have a happy and safe Christmas.

Regards,

Mick O'Shea

Head of Curriculum Business and IT