

## Personal details

Title: <input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Mrs <input type="checkbox"/> Other:
Family name:
Given names:
Date of birth:
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female

## Contact details

Australian mailing address (must be address of applicant, not agent):	
State:	Postcode:
Australian phone:	
Australian mobile:	
Email (must be email of applicant, not agent):	
Nationality:	
Passport (country):	
Passport number:	

## OFFICE USE ONLY

Passport verified on test day <input type="checkbox"/> Yes <input type="checkbox"/> No
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## Disability

Do you have a medical or long term condition or special requirements?
<input type="checkbox"/> Yes <input type="checkbox"/> No
If YES, please tick any of the applicable boxes below:
<input type="checkbox"/> Vision
<input type="checkbox"/> Intellectual
<input type="checkbox"/> Hearing/deaf
<input type="checkbox"/> Chronic illness
<input type="checkbox"/> Physical
<input type="checkbox"/> Other:

## Which Navitas Professional program are you enrolled in?

<input type="checkbox"/> PY	State:	Start:
<input type="checkbox"/> CEP	State:	Start:
<input type="checkbox"/> EEP	State:	Start:
<input type="checkbox"/> NPIP	State:	Start:
<input type="checkbox"/> Not enrolled in a Navitas Professional program		

## Test details

Preferred test date:
2nd preference test date:
Preferred test centre:
<input type="checkbox"/> Sydney
<input type="checkbox"/> Melbourne
<input type="checkbox"/> Perth
<input type="checkbox"/> Adelaide
<input type="checkbox"/> Brisbane

## OFFICE USE ONLY

Date:
Payment received: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> PYP
Payment method:
<input type="checkbox"/> Cheque
<input type="checkbox"/> Bank transfer
<input type="checkbox"/> Cash
<input type="checkbox"/> Credit/debit card

Applicant full name:
<b>Applicant signature:</b>
Date:

Please submit completed registration forms to [BULATS@navitas.com](mailto:BULATS@navitas.com), registration closes two weeks prior to test date. For more information please refer to [navitas-careers-and-internships.com/bulats](http://navitas-careers-and-internships.com/bulats)

## BULATS Test Cancellation/Transfer and Refund Policy

### Cancel your BULATS test

A minimum of **one weeks' notice** is needed to cancel your BULATS test booking except if this is due to illness or serious cause.

To cancel your BULATS test booking, complete the BULATS Test Cancellation form and submit it at the Navitas Professional Year Office before the deadline.

- The **cancellation fee** is **A\$60**. (If you are sitting the FREE BULATS test as part of your Professional Year Program, this fee does not apply).
- If you are sitting the FREE BULATS test and cancel your test date, you will not be eligible for another FREE BULATS test unless you cancel due to illness or serious cause.
- You will need to bring your passport for identification purposes.

### Change your BULATS test date

A minimum of **one weeks' notice** is needed to transfer your BULATS test booking except if this is due to illness or serious cause.

To transfer your BULATS test booking to another test date, complete the BULATS Request for Refund or Test Date Transfer Form (If you are sitting the FREE BULATS test as part of your Professional Year Program, a refund does not apply) and submit it at the Navitas Professional Year Office before the deadline.

- The **transfer fee** is **A\$60** (If you are sitting the FREE BULATS test as part of your Professional Year Program, this fee does not apply).
- If you are sitting the FREE BULATS test, you may transfer your test date **once only** without needing to pay a **transfer fee**. If you need to transfer your BULATS test booking more than once, you will need to pay the **transfer fee** of **A\$60**.
- You will need to bring your passport for identification purposes.

Note: Navitas reserves the right not to accept cancellations and transfers in circumstances where candidates commence a test but fail to complete it.

### Request a refund due to illness or serious cause

(Does not apply for a FREE BULATS test as part of Professional Year Program)

If you cannot attend your test due to illness or serious cause (including loss, bereavement and military service), you can apply for a refund by following the steps below:

1. Complete BULATS Request for Refund or Test Date Transfer Form and submit it at the Navitas Professional Year Office before the deadline.
2. Attach supporting documentation (e.g. original medical certificate, military service notice).
3. Submit the Request for refund form and supporting documentation at the Navitas Professional Year Office **within five working days after your test**.

If your request is approved, you will be refunded A\$180 (75% of the original test fee A\$240).

### Request to change test date due to illness or serious cause

If you cannot attend your test date due to illness or serious cause (including loss or bereavement, military service), you can apply for a test date transfer by following the steps below:

1. Complete BULATS Request for Refund or Test Date Transfer Form (to be designed) and submit it at the Navitas Professional Year Office before the deadline.
2. Attach supporting documentation (e.g. original medical certificate, military service notice).
3. Submit the Request for refund form and supporting documentation at the Navitas Professional Year Office **within five working days after your test**.

If your test day transfer is approved you may choose a test date within the next three months of your original test date only or before your Professional Year Program end date according to the course calendar, whichever is earlier.