



University of the Third Age Brisbane Inc.

97 Creek St., Brisbane 4000

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All information provided on this form is strictly confidential.

NEW TUTOR FORM (Please PRINT)

Membership No:			Year:		
Title: (Mr, Ms, etc)		First Name:			Initials:
Surname:					
Address 1:			Address 2:		
Suburb / Town:			State:		Postcode
Home phone: >>		Mobile >>>>>		Call when?	
Pref'd Contact:	By Home Phone ? <input type="checkbox"/>		By Mobile ? <input type="checkbox"/>		
Email:					
Next of Kin Name (for emergency)			NOK Phone		

Which campus for your classes ? City Campus (Creek & Queen Sts) City Precinct (other)
 Logan Northside Southside Westside Wynnum

Name of class:		
Preferred day:	.	Preferred time:
Class description:		
State costs: (eg: for photocopies, text books, etc)		

DECLARATION: I understand the following:

- (1) That participation at U3A as a tutor is on a voluntary basis only and students do not pay tuition fees to the tutor.
 - (2) That if I use a private venue for my classes, the owner of the venue will require coverage by Public Liability Insurance.
 - (3) That if my class is to be in the U3A rooms at Creek St or Queen St, there may have to be an adjustment to day and time, depending on when rooms are free. I will contact the Tutor Liaison Officer to discuss the day and time available, and the capacity of the allotted room.
(Email to tutors@u3abrisbane.org.au)
 - (4) That persons present at a U3A Brisbane class, whether tutor or students, whose attendance is not shown on the class sheet may have difficulty in making a claim in respect of any injury they might suffer by attending that class, and that is why the Management Committee is insistent on the class sheets being filled out for every class it conducts as part of its duty of care to the U3A Brisbane membership.
 - (5) That U3ABrisbane Inc carries \$20million public liability insurance.
- I agree to these conditions.

NAME _____ SIGNATURE _____ DATE _____

PLEASE SEND TO: Tutor Liaison Officer, U3A, 97 Creek St., Brisbane, 4000

(or Email to tutors@u3abrisbane.org.au)

Tutor Application Form V3 31-JAN-2014.Doc