

## WHERE TO APPLY

1. Training Application Forms (TR1) are available from Group Leaders, District Commissioners, District Leader ATS, and Scout Service Centres. These forms must be **FULLY COMPLETED**, signed by the applicant and endorsed by the Group Leader and District Leader and submitted (along with the course fee) to:
  - (a) **For Basic Courses** To the appropriate Scout Service Centre.
  - (b) **For Advanced Courses** To Branch Headquarters.
  - (c) **For Elective Courses** To the appropriate Scout Service Centre.
2. Individuals are able to complete an on-line TR1 through the Scout Extranet system (Training section). Such applications must be confirmed by payment of course fee before being accepted.
3. The Decision Date for Introduction to Scouting Seminars is ONE week before the course.
4. The Decision Date for all other courses is **THREE WEEKS BEFORE THE COURSE** – this is the date that the decision is made to run the course if there are sufficient applicants.
5. **THE FULL COURSE FEE** must accompany all applications.
6. **Refunds.** If an applicant is unable to attend a course for which an application has been made, the following refunds will be made:
  - up to two weeks before course - **FULL REFUND OF FEE PAID**
  - up to one week before course - **HALF REFUND OF FEE PAID**
  - less than one week before course - **NO REFUND**

## COST OF TRAINING

- The charges levied for each training course are listed in the calendar below. These charges are considerably less than the actual cost of the course as the Scout Foundation tirelessly raises funds to subsidise the cost of training in Victoria. As an example of the true cost of training, a Cub Scout Sectional Techniques Basic is listed as \$60.00 per head to attend. The actual cost is \$150.00, meaning the Scout Foundation provides funds to subsidise the cost of the basic course by \$90.00. The Foundation also subsidises the cost of Advanced training.
- As well, a rebate system has been established to provide Groups with a rebate for the cost of Advanced training. This rebate will be automatically sent to the Group providing the Leader receives their Woodbadge within 12 months of completing all their Advanced training courses. The rebate for 2009 will be \$170.00 based on a total course cost of \$280.00. This means that the cost of the Advanced training for the Group will be the same as a Basic training course providing the Woodbadge is achieved within the required timeframe.
- Additionally, a subsidy for the cost of training has been put in place, again supported by the Scout Foundation. A \$25.00 per car per weekend fuel voucher is provided to the Leader who drives in excess of 200, but less than 400 kilometres round trip, and \$50 for those who drive in excess of 400 kilometres round trip. This distance is based on an 'as the crow flies' determination. These vouchers will be handed out at the course by the course leader.
- These measures have been put in place and supported by the Foundation to reduce the impact on Groups of providing the necessary and essential training that Leaders need to perform their role.