



# The HANDLE® Institute

Enhancing human capability through a **H**olistic Approach to Neuro**D**evelopment and Learning **E**fficiency

## Application for the HANDLE® Intermediate Course Sept/Oct, 2008 in Brisbane, Australia

### Personal Information

Name \_\_\_\_\_ Date \_\_\_\_\_

Address (include postal code) \_\_\_\_\_

Date and location of your Introductory Course: \_\_\_\_\_

Employment: \_\_\_\_\_

Address: \_\_\_\_\_

Profession/Occupation: \_\_\_\_\_

Phone: home \_\_\_\_\_ work \_\_\_\_\_

Cell/mobile \_\_\_\_\_ e-mail \_\_\_\_\_

Special needs or considerations while participating in this course:

\_\_\_\_\_  
\_\_\_\_\_

### Payment Information

**Application fee ...** prior to 17 June: **waived**; 17 June through 27 June: **\$50 (USD)**; after 27 June: **\$100 (USD)**  
to be included with your application

**Non-refundable deposit on course fee:** ..... **\$300 (USD)**  
to be included with your application  
(This deposit will not be processed unless and until you have been accepted into the course.)

**Balance of course fee** due on or before **1 Sept.** ..... **\$2,200 (USD)**

I authorize The HANDLE Institute International, LLC to process the following payments on my credit card:

(please initial those that apply)

\_\_\_\_\_ application fee: when application is received

\_\_\_\_\_ course fee deposit: upon my acceptance into the course

\_\_\_\_\_ course fee balance: on **1 Sept, 2008**

**Method of Payment:** Visa / MC / AmEx / (please circle)

Name on Credit Card: \_\_\_\_\_

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please see next page for application materials required.

**Please send the following information with your completed application form and applicable fees to:**

Penny Jacobsen  
5 Ridgeway Court  
Rochedale South  
Brisbane, QLD 4123

1. Three letters of recommendation from colleagues, employers, and/or clients
2. Resume
3. Letter of intent including:
  - a. Why you are interested in this course
  - b. Life experiences you have that relate to HANDLE
  - c. How the Introductory Course has changed your thinking about human functioning
4. A brief summary of any two of the systems covered at your HANDLE Introductory Course (Get a HANDLE on Neurodevelopmental Differences, or “GAH”) and one activity that will enhance each system. For this assignment, please review the materials from your GAH course.
5. Non-refundable application fee of \$50.00 (USD). (This fee is **waived** if the application is received prior to **17 June**. **If the application is received after 27 June, there** will be a \$50 (USD) expediting fee added.)
6. Course fee deposit of \$300.00 (USD). This credit card payment will not be processed unless and until you have been accepted into the course.

**Applications must be RECEIVED in our office by 5:00 p.m., Friday, 27 June, 2008**  
**Applicant decisions will be made by 5:00 p.m. Friday, 4 July, and acceptance letters**  
**will go out via e-mail that day.**