NOTICE TO MEMBERS OF ANNUAL GENERAL MEETING

An Annual General Meeting (AGM) of Members of the Australian Collaborative Education Network Ltd (ACEN) [ABN: 89 834 663 369] will be held on WEDNESDAY 13 NOVEMBER, 2013 commencing at 3.30pm (Aust Eastern Daylight Time – local time in Melbourne)). The meeting will be convened at Room 14, Level 2, Building 11 RMIT University, 124 La Trobe Street, Melbourne, Vic 3000 [with members being able to join via teleconference – details below].

AGENDA

1. Declaration of Proxies and recording of members present
2. Annual report of Business by National President
3. Financial report by Chair of Finance and Audit Committee
4. Election of Board Members
   a. Election of one (1) general member to fill casual vacancy until October, 2014
5. Acknowledgement of newly elected State Board Representatives

PROXIES

A Member who is entitled to attend and vote at this meeting is entitled to appoint a proxy to attend and vote instead of the Member. Details in relation to a Member’s entitlement to appoint a proxy and instructions for the lodgement of a Proxy Form are available upon request to the Company Secretary.

To be effective, Proxy Forms need to be returned to the State Chapter Chair prior to the meeting. To facilitate administration of proxies, submission 24 hours before the meeting would be appreciated.

TELECONFERENCE / ONLINE ATTENDANCE

To facilitate attendance at the meeting, teleconference participation has been arranged. Members wishing to participate through teleconference are invited to call the appropriate number and use the access code provided:

Capital City Dial In Numbers (cost of local call):

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<tbody>
<tr>
<td>Melbourne</td>
<td>03 8779 7440</td>
<td>Canberra</td>
<td>02 6210 0851</td>
<td>Hobart</td>
<td>03 6218 0647</td>
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<td>08 8220 0836</td>
<td>Darwin</td>
<td>08 8989 0817</td>
<td>Perth</td>
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<td>Gold Coast</td>
<td>07 5560 0956</td>
<td>Sydney</td>
<td>02 9696 0774</td>
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National TOLL FREE Number: 1800 857 029 (for participants outside capital cities)

Guest Access Code (needed after you dial the relevant number above) 75660836#

By order of the National Board

Matthew Campbell
Company Secretary