

# COURSE ENROLMENT FORM

Contact name: \_\_\_\_\_ Company: \_\_\_\_\_ Telephone number: \_\_\_\_\_ Mobile number: \_\_\_\_\_

Course fees to be paid by **employer / student** (please delete as appropriate). When the employer will be funding the course, please provide a relevant contact number and email.

Employer telephone number: \_\_\_\_\_ Employer email: \_\_\_\_\_ Signature of employer: \_\_\_\_\_

Course title	Date	Course price	Delegate names	Job title	email	Telephone number
Total			<input type="checkbox"/> Corporate Partner <input type="checkbox"/> JCOA Member		ISE Exemption Code: _____	

## TERMS AND CONDITIONS

**PAYMENT**  
All course fees must be paid in full upon enrolment and no later than 14 days prior to the start of the first course. All costs are applicable to GST.

**CANCELLING COURSES**  
All cancellations must be made in writing prior to the start of the course. If a booking is cancelled within 7 days or if the student fails to attend the course, the full course fee must be paid immediately.

**DEFERRING**  
If a student wishes to defer a booking to the following session within 15 working days of the original course start date, there will an administrative charge of 25% of the course fee. If that booking is then cancelled at any time, the course fee remains payable.

By attending Jersey International Business School courses you agree to receive future information about up and coming professional training events from Jersey International Business School. We may use any

contact details you have provided to us, including your postal address, telephone number(s) and email address to recommend future courses that may be of interest to you. If you do not wish to receive information about our future courses and events, please tick the box below.

I do not wish to receive any information about future professional training courses or events organised by Jersey International Business School.

Refer to reverse for full terms and conditions.

**How did you hear about this course?**     Email     Website     Newspaper ad     Search engine     Colleague     Course flyer     Direct mail     Other