



The Centre for Training and Projects Development (Pty) Ltd

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FOR OFFICIAL USE ONLY

Enrolment/ Identification No. _____ Entered by _____

CBE /Booking Form | CAT Courses 2010



Your details / please use BLOCK CAPITALS

FOR FOREIGN STUDENTS ONLY

Surname: _____ Mr Mrs Ms Miss

Permanent Foreign Address: _____

First Name(s): _____

Address: _____

Country: _____

City: _____

Email Address: _____

Nationality: _____

Tel (Home) _____ Tel (Work or Cell) _____

Passport/ID No. _____

CIMA Student Registration No. _____

CIMA Registration Date: _____ Date of Birth: _____

Employer's Name: _____ Contact Tel: _____

Methods of payment and essential enrolment information

Please tick as appropriate

STUDENTS PAYING FROM OUTSIDE WINDHOEK

enclose a bank certified cheque for N\$ _____ made payable to "CTPD"
 confirm that transfer of N\$ _____ has been made to CTPD's Account as stated below
(Please put student name as the reference)

Bank Name: First National Bank **Bank Address:** Independence Ave, Windhoek Namibia
Account Name: Center for Training & Projects Development **Account Number:** 62241268110

STUDENTS/ SPONSORS PAYING IN WINDHOEK

am paying N\$ _____ by cash (do not send by post)
 enclose a bank certified cheque of N\$ _____ made payable to "The Centre for Training and Projects Development"
 enclose a deposit slip for Namibian Dollars for N\$ _____

This is my first time enrolling with the Centre for Training and Projects Development Yes No

STUDENT'S SIGNATURE: _____ Date: _____

CPS EXECUTIVE: _____ Date: _____

ACCOUNTS DEPT: _____ Date: _____

CENTRE MANAGER: _____ Date: _____

How did you get to know of us, please tick Press Adv./ T.V Adv. / Relatives/Friends.

How to enrol

- By Post: send a completed enrolment form with payment to: P.O Box 2812 Windhoek, Namibia
- In person: Bring a completed enrolment form with payment to our CTPD offices
- By phone: Call 061 235 170/2/3 with enrolment & credit card details
- By Fax: Fax to 061 235 191 with enrolment & copy of deposit or credit card details

Once we have processed your enrolment form and received full payment, an acknowledge letter will be sent to you by post, e-mail or fax.

SUBJECT	CBE Exam Fees For CTPD Students	CBE Exam Fees For Non-CTPD Students	Exam Date
P1 Recording Financial Statements	N\$ 1000.000	N\$ 1600.00	
P2 Information for Management and Control	N\$ 1000.000	N\$ 1600.00	

Summary Terms and Conditions of enrolment at CTPD

All CBE examinations candidates

1. A Full payment of 100% of the exam fee per paper for each course is required at the time of enrolment
2. There is no cancellation of CBE booking, hence CBE examinations candidates intending to cancel or fail to sit for the booked examinations will not get any refunds
3. CBE examinations candidates must ensure that they are fully committed to sitting for examinations prior to bookings
4. However, the booked CBE dates can be scheduled provided that these are within one month from the date of submission of this application
5. Students sponsored by employers will need to provide a letter prior to course commencement from their employer confirming the employer's acceptance to pay on the student's behalf All students
6. This booking form is valid for only one month from the date of submission.

OFFICIAL USE ONLY					TOTAL PAYABLE FEE:		
Booking Date	Amount Paid	Receipt No.	Receipt Date	Exam Dates	Balance	Exam Booking made by	Exam Booking authorized by Centre Manager

