



RMJPI LONDON BUSINESS ACADEMY CORPORATE COURSES BOOKING FORM

Please complete the following form to book one of our Corporate Courses.

PLEASE ENSURE YOU READ & COMPLETE THIS FORM CAREFULLY BEFORE SENDING IT TO US.

1. STUDENT DETAILS

Name:

Date of Birth:

Tel. No.: Mobile No.:

Email:

Website:

Contact Address:

Line 1: Town/City:

County/State: Country:

Postcode/Zip:

Study Information:

Awarding Body ID:

Proposed Start Date: Day: - Month: - Year:

Study Mode Choice:

Online Distance Learning

Online Interactive - Moodle

Fastrack Weekends - Sat & Sun

Fastrack Evenings - Mon, Wed & Thur

Fastrack Weekends - Residential (Sat & Sun)

Fastrack Day Release - Fridays

2. STUDENT NEXT OF KIN DETAILS

Name:

Tel. No.:

Contact Address:

Line 1: Town/City:

County/State: Country:

Postcode/Zip:

3. SPONSORING ORGANISATION DETAILS

Company:

Tel. No.: Mobile No.:

Email:

Website:

Contact Address:

Line 1:

Town/City:

County/State:

Country:

Postcode/Zip:

4. YOUR CORPORATE TRAINING PACKAGE - Please tick the corresponding boxes next to your required paper/s.

ICM COURSES:	
<input type="checkbox"/> Change Management 1 day - £610.00	<input type="checkbox"/> Leadership, Innovation & Enterprise Skills 2 days - £1215.00
<input type="checkbox"/> Assertiveness at work 2 days - £1215.00	<input type="checkbox"/> Anger Management 2 days - £1215.00
<input type="checkbox"/> Time Management 1 day - £610.00	<input type="checkbox"/> Finance for Non-Finance Managers 2 days - £1215.00
<input type="checkbox"/> Developing Team Performance 1 day - £610.00	<input type="checkbox"/> Accounting & Finance 2 days - £1215.00
<input type="checkbox"/> Business Studies 2 days - £1215.00	<input type="checkbox"/> Sales and Marketing 2 days - £1215.00
MANAGEMENT STUDIES:	
<input type="checkbox"/> Management Studies Postgraduate Diploma £2070.00	<input type="checkbox"/> Management Studies Postgraduate Certificate £1825.00
ENGLISH LANGUAGE COURSE:	
<input type="checkbox"/> Business English Language Course £1600.00	
SAGE:	
<input type="checkbox"/> Corporate Sage Programme £1100.00	

PLEASE ENTER THE TOTALS REQUIRED BELOW:	
BALANCE (Cost of all courses/papers):	£
VAT @ 20% (Balance * 0.2):	£
FINAL TOTAL (Balance + VAT):	£

5. FURTHER CUSTOMER REQUIREMENTS/INSTRUCTIONS - Please indicate in the space below.

6. DECLARATIONS - Please confirm the following statements by ticking the appropriate boxes.

1. I have fully completed the form and provided as much information as I can
2. I have enclosed a cheque for the full amount of £ in the **FINAL TOTAL** box above.
3. I understand that by signing this form means that I am providing a legally binding signature and approval for my application to go ahead.
4. I have read and agree to the **terms and conditions** available to view on the website:
(<http://www.rmjpilondonbusinessacademy.com/htmlfiles/terms/lbaterms.htm>)
5. Please enter today's date in the following box:

7. COMPLETE YOUR APPLICATION - PLEASE FOLLOW THESE INSTRUCTIONS CAREFULLY

1. Please **sign** your completed **booking form** at the very bottom.
2. Make your cheque payable to '**RMJPI-London Business Academy**'.
3. Write your cheque for the appropriate amount as stated in your booking form (step 2 in the declarations section).
4. Send your signed booking form and cheque to the following address:
RMJPI - London Business Academy, Shaw House, Pegler Way, Crawley, West Sussex RH11 7AF, UK.
5. Once we have received your form and payment, you will be contacted in due course to confirm your application is being processed and with further details. Thank you.

SIGNED: