

REGISTRATION FORM

LEVEL 5

Surname: _____

ABE Reg #

First Name: _____

Invoice #

Gender: Male Female

Account #

Date of birth:
 Date Month Year

Address: _____

Contact No.
 Home Cell Work Extension

E-mail address: _____

Company Name: _____

Current Position: _____

Next to kin / Contact person _____

Name Tel Relationship

Code	Business/ Marketing/Human Management Courses		Type	Fees	G1	G2
MAO&P	Managing Agile Organisations & People	Assignment	<i>Compulsory</i>	24,000.00		
IB&Business P	Innovation & Business Performance	Exam		24,000.00		
EFM	Effective Financial Management	Exam		24,000.00		
IBE&M	International Business Economics & Markets	Exam		24,000.00		
	<i>Choose 2 optional units</i>					
OM	Operations Management	Assignment	BM	24,000.00		
ADM	Analytical Decision-making	Exam	BM	24,000.00		
MSR	Managing Stakeholder Relationships	Assignment	BM	24,000.00		
HRM	Human Resource Management	Exam	HRM	24,000.00		
EE	Employee Engagement	Assignment	HRM	24,000.00		
HRP	The HR Professional	Exam	HRM	24,000.00		
IMC	Integrated Marketing Communications	Exam	MM	24,000.00		
B&CB	Buyer & Consumer Behavior	Assignment	MM	24,000.00		
S&SM	Societal and Social Marketing	Exam	MM	24,000.00		

Terms and Conditions

Refund Policy

Did not attend any classes **25%**
Attend at least one class **0%**

Cancellation or Transfer of Course

Where a place had been booked in any one of the courses, students are liable to pay the fees for the entire course. If a course has been terminated by the student, you must contact the office and complete an amendment form, that will account for the transfer or discharge you of any liability henceforth.

MISCONDUCT

None settlement of fees for services provided can be considered as a breach of ethics and can be ruled as a misconduct under the ABE rules of professional conduct. ATC reserves the right to take the necessary action for misconduct and abuse of the institution facilities.

Academic Qualification

Exam	Subjects	Year	Grades

Work Experience

Job Title	Employers	Years

Remarks _____

Before signing this registration form, students are reminded to ensure that they have clearly understood all the terms of their enrolment with ATC, in particular, clauses concerning refunds, deferments, waivers and course transfers. Additionally, students are encouraged to provide feedback as much as possible on any area of interest. A complaint procedure is available to every student should they need to utilize it (see Customer Service for more details).

I declare that the above information given is correct and I accept the terms and conditions where applicable on this the day of, 20

Date	Receipt #	Amount	Remarks

Amendment needed

Signature of Student

On behalf of ATC