



Course Registration Form

Request to register for course (code): _____

Dates: _____

ID Number: _____

Title: _____ First name: _____

Initials: _____ Surname: _____

Names preferred on certificate: _____

Medical Aid Name¹ _____

Medical Aid Number¹ _____

Work telephone: (____) _____

Fax Number: (____) _____

Home telephone: (____) _____

Mobile (Cell): _____

E-Mail: _____

NB. Company's VAT Registration number: _____

Company: _____

Company COID number¹: _____

Employer: _____

Name of immediate supervisor: _____

Current occupation: _____

Years experience: _____

Highest academic qualification: _____

Preferred language: AFRIKAANS / ENGLISH _____

Where did you hear about this course? _____

Is this your first M-Tech course? _____

If not, please list courses attended: _____

Purchase order number or reference: _____

Postal address for original invoice: _____

Name of responsible person
in accounts department: _____

Accounts department phone: (____) _____ Fax: (____) _____

TERMS AND CONDITIONS

Cancellations are accepted in writing and without penalty, up to 10 working days prior to the commencement of the course. Substitutes will be accepted. Learners cancelling in writing less than 10 days prior to the commencement of a course will be liable to pay a 30% cancellation fee. If no prior written notification is received, learners will be liable to pay the full course fee.

In case of insufficient applications for a course, M-Tech Consulting Engineers (Pty) Ltd reserves the right to cancel the course, in which case all learners will be informed and all fees refunded immediately.

A learner will only be enrolled once confirmation of payment has been received or if acceptable arrangements regarding payment have been made.

Students paying their own course fees must please note that payment should be made in advance. A maximum of two instalments will be allowed, but the last of these must be made before the last working day preceding the first day of the course.

Students enrolling for one of the following courses must be in possession of their own laptop computers²: C501, C702, C901, C903, C904, S804 and S813.

I hereby accept the terms and conditions outlined above

Signature: _____

Date: _____

¹ For emergencies.

² Computers provided by employers often have limitations which prevent students from installing software required for these courses.