

Student ID - for office use only

# Short Professional Courses in Finance & Management Part Time Enrolment Form 2012-13

Please make sure that you complete all sections of this application form clearly in **black ink and block capitals** and return it to the following address:

**London School of Business and Finance**  
**FAO: Flavio Cabral,**  
**8-9 Holborn,**  
**London EC1N 2LL,**  
**United Kingdom**  
**Tel +44 207 8232303 Fax +44 207 8232302 or email to [fcabral@lsbf.org.uk](mailto:fcabral@lsbf.org.uk)**

*Please affix  
a passport  
photograph  
here*

### Personal Information:

Family name.....Dr  Mr  Mrs  Ms  Miss   
First name.....Nationality.....  
Private address.....  
..... City..... Postcode.....  
Telephone number: Home..... Mobile.....  
E-mail address.....

### Education & Qualifications:

Please give details of your latest academic and professional qualifications obtained and any that you are currently studying for. Please enclose copies of transcripts & certificates (if applicable)

Name of Institution/Address	Dates (month – year) of attendance	Qualification/award (include class/ division/grade of all qualifications)
..... .....	From:	..... .....
	To:	

### Work experience:

Please give full details of the work experience you have, beginning with you current position

Employer (Please include company's name, address and line manager/sponsor)	Dates (month – year)	Job title and responsibilities
..... .....	From:	..... .....
	To:	



### Date Protection Act

- We reserve the right to inform your employer of your progress, if requested. Please attach a copy of one of the following:

Passport
  EU national identity
  UK valid driver's license

### Terms and Conditions

- To book a place on a course a minimum deposit of 50% of the total course cost is required. Deposits are not refundable. Full fees must be paid 7 days prior to commencement of the course.
- No refunds or course transfers are permissible.
- A charge of £50 will be made to students for all dishonored payments.
- The School reserves the right to dismiss any student at any time for non-payment of fees. No fees will be refunded for any student dismissed under this section.
- Fees are published separately for each semester and are payable by all students studying at the time unless they have paid full fees prior to the publication of the new fees. Paying a deposit does not prevent any fee increase being applied.

Course code	Course	Course prices	Sep 12	Feb 13	May 13	Sep 13
PGC02	Marketing Strategies and Operations	£900	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC03	Strategic Business Management	£900	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC04	Management & Leadership	£900	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC05	International Business and Negotiation	£900	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC06	Project Management	£900	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC07	Understanding Financial Statements	£900	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC08	Accounting for Performance & Control	£900	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC09	M&A Private Equity	£900	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC10	Financial Markets: Trading and Analysis	£1,100	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC15	Financial Markets: Terminal Trading	£900	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC11	Corporate Finance	£900	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC13	Intermediate Financial Modeling	£900	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC14	Advanced Financial Modeling	£1,400	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PGC15	Risk Management	£900	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Course code	Package prices		
PGC20	Intermediate Financial Modelling and Financial Markets: Trading and Analysis	£1,700	<input type="checkbox"/>
PGC21	Intermediate Financial Modelling and Advanced Financial Modelling	£2,000	<input type="checkbox"/>
PGC23	Advanced Financial Modelling and Financial Markets T&A	£2,100	<input type="checkbox"/>
PGC24	Financial Markets: Trading and Analysis and Terminal Trading	£1,700	<input type="checkbox"/>
PGC25	Financial Markets: Trading and Analysis and Terminal Trading (for LSBF MBA and Masters programmes students)	£500	<input type="checkbox"/>
PGC26	Financial Markets: Trading and Analysis and Terminal Trading (for LSBF ACCA and CIMA students)	£800	<input type="checkbox"/>

**Note:** If you would like to enroll for more than 2 subjects please refer to Postgraduate Certificate application form

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**U.K Employer’s Authorisation for Sponsored Students (only if applicable)**

We authorise **London School of Business & Finance** to invoice us for the fees due in respect of the courses applied for by the student named above. We accept responsibility for the fees due in all circumstances including termination of employment and enrolment cancellation.

Family name.....Dr  Mr  Mrs  Ms  Miss   
First name.....  
Job title.....  
Company name.....  
Business address.....  
..... City..... Postcode.....  
Telephone number: Office..... Fax.....  
E-mail address.....

**Billing information (if different from address above)**

Family name.....Dr  Mr  Mrs  Ms  Miss   
First name.....  
Job title.....  
Company name.....  
Business address.....  
..... City..... Postcode.....  
Telephone number: Office..... Fax.....

I confirm that I have received, read and understood the level and the syllabus of the course I wish to attend and London School of Business and Finance’s cancellation policy. I also confirm that I am authorised by my organisation to form a contractual relationship with London School of Business and Finance in connection with this booking when applicable.

**Sponsor’s signature:** \_\_\_\_\_ **Date:** \_\_\_/\_\_\_/\_\_\_

**Cancellation policy:**

Cancellations received more than six weeks prior to the commencement of the programme are subject to an administration charge of £300. Cancellations received after that time incurs the following penalties:

5 – 6	weeks	25% of the programme fee
3– 4	weeks	50% of the programme fee
< 3	weeks	100% of the programme fee (non-refundable)

If candidate does not attend, the full fee will be retained as a cancellation charge.

