

REGISTRATION FORM

Read the instructions on the reverse side before filling in your application form.

Registration form should be filled in **BLOCK LETTERS**. If you are applying for more than one programme, use a separate form for each programme.

COURSE	
COURSE DATE	

PERSONAL DETAILS

Title : Mr. / Mrs. /Miss/Ms./Dr./Other

Name in Certificate			
Nationality			
DOB			
Job Title			
Organization			
Email ID			
Mobile		Land Line	
Date of Examination:	IGC 1 : IGC 2 : IGC 3 :		

Permanent Address	Correspondence Address
For Office Use Only	
Booking Date	
Booking Number	
Name	

REGISTRATION PROCEDURE

To reserve a seat for any course you can visit our office at **Arbrit Safety and Engineering Solutions (P) Ltd. 1st Floor, Jolly Tower, Building No. 34/583, Civil lane Road Edapally. Cochin 682024, Kerala, India** or you may post this form to us. We need to receive your completed registration form to reserve your seat to any of the courses we offer. If we do not receive your filled registration form, you may lose your registration.

I have read the instructions provided on the reverse side of this form and I agree to comply with the same.

.....
(Signature of the Applicant)

CONDITIONS OF REGISTRATION

1. The registration for various courses will be confirmed against payment of the requisite registration fee and duly filled registration form.
2. The candidate is required to pay the **entire course fee** at the time of admission with a copy of his/her valid identification card.
3. The company **will not, under any circumstances, refund the registration fee** if the candidate is withdrawing from a confirmed seat. **This is applicable if a candidate has attended classes for at least one day.**
4. Payments can be made either in cash or via Bank Transfer.
5. Course fee is inclusive of Service tax (As applicable).
6. The company issues receipts for all payments made by the candidate.
7. The company reserves the right to change the venue of the course and the candidate will be informed of the same in advance.
8. The company holds the right to cancel a scheduled course because of insufficient enrolments or causes beyond its control. The candidate will be intimated the same and will be eligible for a complete refund of the fees paid, or can shift to the next available batch.
9. Telephonic registrations will be valid only after the required registration fee has been paid and on receipt of duly filled-in registration form.
10. On successful completion of the course, the Candidate will be issued with the Certificate from the Awarding body. The certificates have to be collected within 90 days from the date of intimation by the office. The company will not be responsible for holding the certificates thereafter.
11. The company respects the privacy of its customers and hence will hold all information confidential and will not sell trade or rent such information.
12. For any further clarification, mail us at info@arbritonline.com or contact 0484-2102898,2753060.

Signature of Applicant