

Registration Form

SECURITIES MARKET REGULATION CERTIFICATION PROGRAMME (BASED ON SERIES 79)

Self Sponsored Organisation Sponsored

Self Sponsored

Name of Participant

Mr/Mrs/Ms _____ First Name _____ Middle Name _____ Last Name _____
Position _____ Department _____
Organisation _____ *Nationality _____ *Date of Birth (mm/dd/yy) _____
*Address _____
*CPR _____ *Country _____ Office Tel _____
*Mobile _____ Residence Tel _____ Fax _____
*Email (Personal) _____ Email (Work) _____
*Signature _____ Date _____

Organisation Sponsored

Organisation Information

Contact Person :

Mr/Mrs/Ms _____ First Name _____ Middle Name _____ Last Name _____
Position _____ Department _____
*Nationality _____ *CPR _____
Address _____
Organisation _____ Country _____
Office Tel _____ Fax _____ Email _____
*Signature & Stamp _____ Date _____

Name of the Participant

Mr/Mrs/Ms _____ First Name _____ Middle Name _____ Last Name _____
Position _____ Department _____
Organisation _____ *Nationality _____ *Date of Birth (mm/dd/yy) _____
*Address _____
*CPR _____ *Country _____ Office Tel _____
*Mobile _____ Residence Tel _____ Fax _____
*Email (Personal) _____ Email (Work) _____
*Signature _____ Date _____

Methods of Payment

Cheque Please find enclosed a cheque for _____ made payable to BIBF.

or Credit card Please debit my credit card Visa Mastercard

Card No. _____ Expiry Date _____

Cardholder's Name _____ Signature _____

Cash

Programme Fees

BD 950/- per participant

This includes:

- BIBF Training and mentoring sessions
- PRMIA-recommended course book
- BIBF handouts
- Practice quizzes
- On-line Epsilen platform for blended learning

TERMS & CONDITIONS:

1. BIBF offers courses on the basis that there will be sufficient students to justify running it or else the course will be cancelled.
2. BIBF may modify the dates or cancel the course should any unexpected/unavoidable circumstances arise. BIBF's liability in the event of any modification or cancellation will be limited to cover the fully paid course fees.
3. In the event of cancellation of the course, BIBF will refund the amount paid in full by the student for the course. If the course is postponed by BIBF, the students have the option to ask for a refund.
4. Students should attend the full duration of the course as scheduled and strictly abide with the stated course timings. In the event of a student attending less than 80% of the total course hours, the student will be withdrawn from the course, marked as a "Drop Out", and requested to re- register.
5. Course deferral requests should be made by a student in writing one week prior to the course commencement date. No deferral requests will be entertained thereafter. Fees can be deferred for one session only, and course fees paid will not be refunded. Students are not allowed to attend a different course/subject for an approved deferral request.
6. Students may withdraw from their course by giving a written notice of not less than one week prior to the commencement date. The refund policy of the Centre will apply.

Refund Policy:

Two weeks and above prior to commencement date	100% Refund
Less than two weeks prior to commencement date	80% Refund
Less than one week prior to commencement date	No Refund

7. BIBF reserves the right to change the fee structure without prior notice.

FOR BIBF OFFICE USE ONLY

INFORMATION DESK

Receipt Number _____ Amount _____ Date _____

Comments _____

Information Desk Attendant Signature _____

REGISTRATION OFFICE

Student ID _____ Registered By _____ Date _____

Comments _____



TheBIBF



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www.bibf.com

BIBF Application Fee (Non-refundable) BD 25

Please forward this form to:

The Registrar, BIBF, PO Box 20525, Manama, Kingdom of Bahrain

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