

## **ELECTRONIC BOOKING FORM – ACCA COURSES IN GEORGIA**

This form should be complete by using Adobe Reader. Fields with a red border are mandatory; the form cannot be submitted without completing these fields. Please use the drop down menus where available. The schedule of ACCA courses which IAB Centre is providing in Georgia for June 2011 examinations is presented on the following page, together with the course fee structure.

<b>1. ACCA identification details</b>			<b>Date of birth</b>		
<b>ACCA ID No</b>	<b>First and last name</b>	<b>Contact email address</b>	<b>Day</b>	<b>Month</b>	<b>Year</b>

### **2. Choose your course**

Please select your course from the drop down menus. You may enrol on a maximum of two courses providing they are not being held at the same time.

COURSE 1

COURSE 2

### **3. Course fee responsibility**

Will your employer be paying the course fee? Please select yes or no:

If you selected yes please provide the following details (in English language)

<b>Name of company</b>	<b>Director's name</b>	<b>Company's telephone</b>	<b>Company's email</b>

#### **TERMS AND CONDITIONS**

##### **1. Confirmation of your booking**

After your course participation has been agreed you will receive confirmation with joining instructions and a pro-forma invoice.

##### **2. Course fee**

Our pro-forma invoice will include payment instructions. The fee must be paid before the start of the course.

##### **3. Cancellation policy**

If you have paid for a course which, for whatever reason, is cancelled by IAB Centre, you are entitled to a full refund.

##### **4 ACCA Examination Results service**

As an approved tuition provider, IAB Centre may obtain your examination results direct from ACCA shortly after the results are officially released and you hereby give your consent to this arrangement

### **ACCEPT, SUBMIT AND SAVE**

I have read the above terms and conditions and understand that by clicking the submit button I am confirming my acceptance of them.

When you click the submit button it will start a process of sending you application to IAB Centre by email. The procedure varies according to the type of email programme that you use; simply follow instructions on the screen. If you have completed the form using Adobe Reader Version 9 you can click on the save button to keep a copy on your own computer. Earlier versions of Reader will only allow you to print the document.

ACCA Training in Georgia June 2011						
		F2	F3	F5	F6	F9
Sun	May 1					
Mon	May 2					
Tue	May 3					
Wed	May 4					
Thu	May 5					
Fri	May 6					
Sat	May 7			6		
Sun	May 8			6		
Mon	May 9			6		
Tue	May 10			6		
Wed	May 11			6		
Thu	May 12					6
Fri	May 13					6
Sat	May 14					6
Sun	May 15					6
Mon	May 16					6
Tue	May 17					
Wed	May 18					
Thu	May 19					
Fri	May 20					
Sat	May 21					
Sun	May 22					
Mon	May 23					
Tue	May 24					
Wed	May 25			6		
Thu	May 26			6		
Fri	May 27		6		6	
Sat	May 28		6		6	
Sun	May 29		6		6	
Mon	May 30	6			6	
Tue	May 31	6				
Wed	June 1	6				
Thu	June 2					6
Fri	June 3					6
Sat	June 4					
Sun	June 5					
<b>Total hours</b>		<b>18</b>	<b>18</b>	<b>42</b>	<b>24</b>	<b>42</b>
Mon	June 6				Exam	
Tue	June 7					
Wed	June 8		Exam			
Thu	June 9					Exam
Fri	June 10	Exam				
Mon	June 13			Exam		
Tue	June 14					
Wed	June 15					

**Class times**

10:00 to 13:00 and 14:30 to 17:30  
Late arrivals are not permitted to enter the training room

**Course fees:**

F2 and F3        \$250 (USD)  
F5 and F9        \$350 (USD)  
F6                 \$300 (USD)