COURSE REGISTRATION FORM

Title:..... **Surname:**..... **First Name**: .....

Course Title:..... State:..... Date:.....

Organisation:..... Web site:..... Position:.....

Address:.....

Telephone:..... Fax:..... E-mail:.....

Invoice to: .....

Other Special Requirements:.....

MSP®			
MSP Foundation	3 day	$1795	☐
MSP Practitioner	2 day	$1250	☐
MSP Foundation and Practitioner	5 day	$2650	☐
PRINCE2® Practitioner Training			
Part 1 with Foundation Examination	3 day	$1795	☐
Part 2 with Practitioner Examination	2 day	$1250	☐
Part 1 & 2 Foundation and Practitioner	5 day	$2650	☐
AQTF Nationally Accredited Courses			
Certificate IV of Project Management			
Diploma in Project Management			
Advanced Diploma in Project Management			
Contact FPMS Office for registration details			
All courses listed above GST free			
PMI® *PMBOK® Guide* Based Training			
PMP® Exam Preparation	4 day	$2640	☐
CAPM® Exam Preparation	4 day	$2090	☐
Generic Training			
Risk Management	1 day	$440	☐
Planning Workshop	1 day	$440	☐
PMI and Generic training GST inclusive			

Training Terms and Conditions

1. Cancellation may be made by delegate in writing up to 21 days prior to the start date of the course for a full refund of any monies paid.
2. If cancellation by the delegate occurs within 21 days of course start date full course fee to be paid.
3. Course transfer fees : 15-21 days prior to course start date: fee is $250. 14 days or less prior to course start date : fee is 50% of course cost.
4. Requests for transfer outside of the 21 day time frame will not incur any charges.
5. Non-attendance of registered delegate will result in the delegate being responsible for payment of full fee.
6. Substitutes for original delegate are acceptable at any time prior to course commencement.
7. FPMS reserve the right to refuse tuition where fees are not paid. No assessments, certificates or results will be issued until all outstanding fees have been settled.
8. FPMS reserve the right to pursue outstanding fees through the appropriate legal channels where necessary.
9. If, for any reason, FPMS postpone or cancel a course the only liability accepted by FPMS is a full refund of fees paid.
10. A $30 fee will apply for replacement certificates and / or statement of results.

Credit Card Payment Details

Please circle: **Mastercard** **Visa** **Diners** **Amex**

Cardholder's Name..... Card No.....

Card Verification No..... (Last 3 digits on back of card)

Card Expiry Date..... Cardholder's Signature.....

Amount: $.....

All cheques made payable to Ferguson Project Management Services.

For Office Use Only

Course Fee		Customer ID:	
Book Fee		Registered	
Corporate Partner Entitlement		Acknowledged	
Total Amount		Joining Instructions	
Invoice No & Date		Pre –Course Pack	
Date Paid		Candidate Number	
Authorisation No.			
Comments:			

FPMS
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