



COURSE/WORKSHOP APPLICATION FORM

Please complete both sides in BLOCK CAPITALS or TYPE and give FULL details

Course/Workshop Title

.....
(for short course/workshop applications)

1. Personal/corporate objectives/expectations from skills development and training

.....
.....

2. Personal details

Title (Mr/Mrs/Ms/Miss/Dr) Male or Female
Surname/Family Name
Other Names
Nationality Date of Birth

3. Contact details (please ensure you provide fax and email details as well as phone.)

Your address for correspondence
.....
..... Country
Telephone Fax
E-mail

4. Employment Details and Educational Background – please attach a CV or resumé.

Name of employer
Your current position/job title

5. Course Fee Payment

Please let us know who will be sponsoring you to attend this course:

.....

A non-refundable deposit of £100 is required immediately, with this form, in order to secure a course place. Fees must be paid, in full, one month before the start of the course. Fees (and deposits) are payable in UK pounds sterling using one of the following methods. Please indicate which method you will use:

a) **by cheque or bank draft** made payable to **International Development UEA** and posted to us at the address at the end of this form.

b) **directly into our bank account**, details as follows:

Barclays Bank plc	Sort Code: 20-62-53
5 – 7 Red Lion Street	Account: International Development UEA
Norwich	Account No: 20572233
NR1 3QH	SWIFT BIC: BARCGB22
UK	IBAN gb34 BARC 2062 5320 5722 33

Please quote your name in full on bank transfer forms and fax or attach a copy of your bank's payment advice with your application form as proof of payment.

Signature

Cancellation charges: Fees must be paid in full 4 weeks before a course start date. Fees are not refundable if withdrawal occurs within two weeks of the course commencement.

6. Do you have any disability/medical condition or dietary restrictions? Please give details:

.....
.....

How did you hear about this course?

I received a brochure
Advertisement in
My friend/colleague
The worldwide web (if you can remember which site please indicate)
The British Council
Other (please give details)

Signature **Date**

Please return completed form together with your CV to:

Skills Development & Training Office, International Development UEA, University of East Anglia,
Norwich NR4 7TJ, UK

Tel: +44 1603 592340 Fax: +44 1603 591170

E-mail: devco.train@uea.ac.uk

or apply on-line from our website at <http://www.devco.uea.ac.uk>