



Registration Form

Please complete this registration form and send it back to us prior to the course start date to sales@cstc.co.za

Course Detail	
Training course attending	
Date of course	
Delegate Information	
Full Name	
Email Address	
Company Information – for invoicing purpose	
Company Name	
VAT Number	
Contact Person	
Contact Number	
Special Requirements	
Dietary requirements (i.e. Halaal, vegetarian etc)	
Learning requirements (i.e. Dislexia, visually impaired, hearing impaired etc)	

Terms and Conditions

Training Venue

260 Rondebult Road, Parkdene, Boksburg, 1459

Entry Requirements

Classes are conducted in English and learners are expected to be proficient in this language. By completing this registration form, these entry requirements are acknowledged.

Class Times & Dress Code

Classes begin promptly at 8.30a.m. Although some days may finish earlier, expect the training day to end around 4:30pm. The actual length of the class is more determined by the class participation. If there is a lot of interaction and discussion the class may run longer. You are welcome to wear your most casual office/business clothing.

Payment

The cost as per quotation charged per person, including the venue, refreshments, and manual. Payment is required prior to start of the course, via EFT.

If you cancel less than a week before the course, you will still be liable for the total cost of the course. If you cancel more than a week before the course, we will refund 50% of the invoice paid. Your seat will only be confirmed on receipt of payment.

Special and Particular needs

Special and particular needs include but are not limited to physical disabilities, chronic diseases, illiteracy, culture, religion, spiritual needs, age, gender and language. All needs will be accommodated where possible, providing that the standard is not compromised. Learners must communicate and special needs that might affect their ability to learn to the facilitator prior to the training taking place, ensuring enough time for arrangements to be made.