

# PROFESSIONAL DEVELOPMENT SKILLS WEEK - Spring 2023 Group Registration Form

## Important Registration Criteria

Each participant must register for at least two courses during the Professional Development Skills Week to receive the 10% discount.

### COURSE INFORMATION

Course Name      1. Grant and Proposal Writing - March 24, 25      3. Business Communications - March 30, 31, April 1  
2. Minute Taking & Meeting Planning - March 27, 28      ☐ 4. Financial Accounting Basics - April 3, 4, 5

### COMPANY INFORMATION

Company or Provincial Ministry Name		Branch	Key Contact (First and Last Name)
Key Contact's Telephone	Key Contact's Fax		Key Contact's Email
Company's Address 1		Company's Address 2	
City/Town		Province	Postal Code

### STUDENT(S) INFORMATION

#### Student 1

LEGAL First Name	Date of Birth (MM/DD/YY)
LEGAL Last Name	

#### Student 2

LEGAL First Name	Date of Birth (MM/DD/YY)
LEGAL Last Name	

#### Student 3

LEGAL First Name	Date of Birth (MM/DD/YY)
LEGAL Last Name	

#### Student 4

LEGAL First Name	Date of Birth (MM/DD/YY)
LEGAL Last Name	

#### Student 5

LEGAL First Name	Date of Birth (MM/DD/YY)
LEGAL Last Name	

#### Student 6

LEGAL First Name	Date of Birth (MM/DD/YY)
LEGAL Last Name	

*Note: Full payment is due upon registration for all courses. Certificates will NOT be issued if payment isn't received in full.*

### PAYMENT

Course Fee(s) \$ _____ X ____ (# of Students) = \$ _____	Payment Method Cash/Debit Credit Card (see below) Cheque
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Credit Card Number	Expiry Date (MM/YY)	3 Digit CVD Code
Name on Credit Card	Signature	