UNBC UNIVERSITY OF NORTHERN BRITISH COLUMBIA
Continuing Studies

PROFESSIONAL DEVELOPMENT SKILLS WEEK
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. Minute Taking - March 1 & 4, 2021
- ○ 2. Financial Accounting Basics - March 5, 8 & 9, 2021
- ○ 3. Business Communications - March 11, 12, 13, 2021

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	Gender ○ Female ○ Male

Student 2

LEGAL First Name	Date of Birth (MM/DD/YY)
LEGAL Last Name	Gender ○ Female ○ Male

Student 3

LEGAL First Name	Date of Birth (MM/DD/YY)
LEGAL Last Name	Gender ○ Female ○ Male

Student 4

LEGAL First Name	Date of Birth (MM/DD/YY)
LEGAL Last Name	Gender ○ Female ○ Male

Student 5

LEGAL First Name	Date of Birth (MM/DD/YY)
LEGAL Last Name	Gender ○ Female ○ Male

Student 6

LEGAL First Name	Date of Birth (MM/DD/YY)
LEGAL Last Name	Gender ○ Female ○ Male

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)	Payment Method
$_____ X ___(# of Students) = $_____	○ Cash/Debit ○ Cheque ○ Credit Card (see below)

Credit Card Number	Expiry Date (MM/YY)	3 Digit CVD Code
Name on Credit Card	Signature	

For more information
visit **unbc.ca/continuing-studies**
or call **250-960-5980**