

## SQR Training and Consultancy Pte Ltd

<b>REGISTRATION FORM</b>			
Course Title:		Course Date:	
Name of Participant (Mr/Ms/Mdm) (Please underline surname):			
NRIC/Passport No:		Home Address:	
Sex:	Age:	Date of Birth:	Nationality:
Participant's Mobile/phone:		Participant's Email:	
Highest Educational Qualification: (Circle applicable) GCE 'N' level / GCE 'O' level / Diploma / Degree / Masters / PhD / Others:			
Name and Address of Present Employer:			
Job Designation:		Date Joined:	
Name of Coordinating Contact Person:			
Coordinating Contact Person's Mobile/home phone/office phone:		Coordinating Contact Person's Email:	
Declaration: I declare that the above information stated in this application and the attachments are true and correct to the best of my knowledge and belief. I have read and accept all the rules and regulations (PTO) stated herein.			
Signature of participant: _____		Date of Registration: _____	
Mode of payment:			
<ul style="list-style-type: none"> <li>• Bank Cheque (No: _____)</li> <li>• Inter-Bank Transfer</li> <li>• ATM Fund Transfer / Cash Deposit</li> <li>• Cash Payment</li> </ul>			

## **SQR Training and Consultancy Pte Ltd**

### Terms and Conditions:

- 1) Classes require a minimum class size to commence. We reserve the right to make reasonable amendments to course details, postpone or cancel classes due to insufficient number or unforeseen circumstances and will make every effort to inform participants of any changes in advance.
- 2) Course fees should be paid at least 10 working days prior to course commencement.
- 3) Refund Policy:
  - Full refund of course fees is only applicable to a emailed or written withdrawal notice received not less than 10 working days before course commencement.
  - For withdrawals received within 5 to 9 days of course commencement, 50% of the course fee will be charged.
  - Otherwise, full course fees will be payable.
- 4) Government Subsidy: Participants receiving government subsidies for course fees are required to achieve at least 75% class attendance. In the event that attendance requirements are not met, the respective sponsor-company will reimburse SQR, without demand, the full quantum of the government subsidy.