

# REGISTRATION FORM

Airmen's Command Squadron Halton

## » ADVANCED MANAGEMENT AND LEADERSHIP COURSE

Registration for, or successful completion of, a CMI qualification by Armed Forces personnel will result in an automatic offer of 12 months free membership. Details will be emailed once a qualification is awarded.

### MANDATORY INFORMATION

CENTRE NAME	ACS Halton AMLC
CENTRE /COURSE CODE	C10359020
COURSE NUMBER	
COURSE DATES	

## » PROGRAMME DETAILS AND OPTIONS

Certification requires confirmation of successful completion **from 2010 to 31<sup>st</sup> August 2014**. Costs subject to periodic review and VAT at current rate and may change. **Additional work**. By ticking Option C, you can increase the size of the CMI Level 5 Certificate in Management and Leadership to 37 credits by completing one externally assessed assignment adding 1 unit (5022V1: Organisational corporate social responsibility). **This may make SLC eligible**. Please select relevant qualification(s) by putting 'X' in the box(es).

A	4D1V2	Level 4 Diploma in Management and Leadership with 74 credits / 740 hours TQT	£123 inc vat	
B	5C1V2	Level 5 Certificate in Management and Leadership with 30 credits / 300 hours TQT	£97 inc vat	
C	5C1V2 with EA	Level 5 Certificate in Management and Leadership with 37 credits / 370 hours TQT	£137 inc vat	
D	5A2V2	Level 5 Award in Management Coaching and Mentoring with 7 credits / 70 hours TQT	£67 inc vat	

1 If you are already a CMI member, please indicate your membership number:

2 Service number:  3 Rank:

## » CONTACT DETAILS

4 Title:  5 Surname (to appear on certificate):  6 Forename(s) (to appear on certificate):

7 Male  Female  8 Date of Birth

9 Mailing Address: **Important:** This is the address to which your certificates will be sent. It is your responsibility to inform the CMI should you change your address.

Civilian Telephone (inc dialling code):

Email (required for web access):

10 Ethnic Origin

White UK Heritage		White other (known)		White European		White, type not known	
Pakistani		Indian		Black African heritage		Chinese	
Bangladeshi		Black Caribbean heritage		Black, other		Other (known)	

11 In which language is your assessment being undertaken English  Welsh  English/Welsh

12 I am happy for you to contact me about CMI matters on the above number/s (please tick box)

13 The completed workbook will be retained at my unit as evidence.

» **PAYMENT OPTIONS**

Registrations will only be accepted if accompanied by the appropriate fee. You can pay by cheque or debit/credit card, please indicate accordingly: (Please note Solo and Electron are not accepted)

a. Cheque:  Cheque number:  Cheques made payable to CHARTERED MANAGEMENT INSTITUTE

b. Debit/Credit card:  Debit/Credit Card number:

3 Digit Security Code

Card Expiry Date:  Issue No:

14 

Signature	Date:	Daytime telephone number:
-----------	-------	---------------------------

**Registration Checklist:** Have you..?

- Completed and signed the Registration Form
- Attached the appropriate remittance (cheque or completed credit/debit card details)
- Evidence of course completion is required.

***Incomplete forms or missing attachments will trigger return and consequent delays.***

*Allow 6 weeks from submitting registration for receipt of certification.*

Please forward these documents to:

**Customer Service Administrator (MoD); Awarding Body; Chartered Management Institute; Management House; Cottingham Road; Corby; Northamptonshire; NN17 1TT**

**Or by fax: 01536 406810**

**Any queries please contact us on 01536 207496 or [mod@managers.org.uk](mailto:mod@managers.org.uk)**

In submitting this form, you are consenting to receive marketing information about the CMI's products and services. If you wish to opt out of this arrangement, please visit the CMI's data protection site: [www.managers.org.uk/dataprotection](http://www.managers.org.uk/dataprotection)

Those who are eligible will be able to apply for **Chartered Manager**, the highest accolade in managerial competence; for more details log on to: <http://www.managers.org.uk/individuals/become-a-member/get-chartered> or call the Chartered Manager Team on **01536 207429**