

# REGISTRATION FORM

OACTU Cranwell OSIC



## OACTU CRANWELL OSIC

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	OACTU Cranwell OSIC
CENTRE	C10359013
COURSE NUMBER	
COURSE DATES	



## OFFICER STAFF INDUCTION COURSE

Certification requires confirmation of successful completion from 1<sup>st</sup> January 2010. Costs subject to periodic review and VAT at the current rate and may change. **No additional work.** You can apply for the current accredited qualification which does not require you to complete any additional work for the CMI. **This will mean that Standard Learning Credits will not be eligible.**

<b>OSIC</b>	CMI Level 5 Certificate in Management Coaching and Mentoring (5C2V2) with 24 credits / 240 hours TQT	<b>£101.00 inc VAT</b>		Select relevant qualification(s) by putting 'X' in the box
-------------	--	----------------------------	--	--

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\*

\* Required for web access

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 (incl dialling code):

Email:

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 I am attaching evidence of successful completion of my training

» **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)
- Attached copy of your end of course completion certificate signed by an SO2

**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**

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

By completing, submitting and signing this form (personally or electronically), I understand and give consent to CMI and OACTU to process and/or share my personal data solely for the purpose of this application and its moderation. I understand that moderation may involve CMI viewing my personal record whilst here at OACTU, which is necessary to ensure that the required criteria for accreditation are being met by OACTU in accordance with CMI standards.

If you would like more information about how CMI uses your personal data, please refer to CMI's privacy policy here: <https://www.managers.org.uk/policies/privacy-policy>

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**