



The Institute of Crisis & Risk Management
Certified Professional Mediator
Enrolment Form

I wish to enrol in:

ADVANCED PROFESSIONAL CERTIFICATE IN MEDIATION

Date: Please refer to the ad.

Exam : Please refer to the ad.

Venue: Please refer to the ad.

Course Fee: HK\$

Enquiry: (852) 3521 0798

Reservation: Fax (852) 3690 5302

Personal Details

Name (English): (Mr./Mrs/Ms/Dr.)

(Chinese)

HKI/D/Passport No.:

()

Correspondence Address: Home Business (please tick as appropriate)

Contact Tel. No.:

E-Mail Address:

Contact Fax No.:

Where did you learn about our training courses? :

Business Details

Organization:

Position:

Education/Professional Memberships

Highest degree:

Years of Work Experience:

Payment Method

Enclosed is a crossed cheque of HK\$.00 (Cheque No. _____) payable to "The Institute of Crisis & Risk Management". Or

Please send the cheque with this completed form to The Institute of Crisis & Risk Management, Unit 2002, 20/F, Tower A, New Trade Plaza, 6 On Ping Street, Shatin, N.T., Hong Kong. OR deposit HK\$ into ICRM's account no. 500-831235-838 at HSBC and then fax the bank pay-in-slip together with your application form to ICRM at (852) 3690 5302. For reservation, please fax the completed form to (852) 3690 5302.

I hereby to confirm all the above information filled in is correct:

Signature _____

Date _____

Personal data is collected solely for the purpose of this programme and will not be released to third parties. You will however be included in our mailing list and you might receive correspondence from us for other relevant programmes. If you wish to be excluded from our database, please check this box .

For official use only

Date enrolment received:

Cheque Bank/No.:

Receipt No.

IMPORTANT NOTES

1. Enrolment is valid only if the enrolment form is submitted together with the relevant course fee.
2. Course fee paid is not refundable unless you notify the Institute of Crisis & Risk Management (ICRM) in writing of your withdrawal **at least 5 working days** before the course commences. A handling charge of HK\$500 will be levied.
3. ICRM will confirm with course applicants that their enrolment is accepted and the course schedule at least 3 working days before the course commences. If you do not receive a reply by that day please contact ICRM at 3521-0798.
4. ICRM reserves the right to change the course contents, venue, date or time as necessary.
5. Classes in the evening will be cancelled if typhoon signal No. 8 or above OR black rainstorm warning is still hoisted after (or is announced by the Hong Kong Observatory to be hoisted at/after) 4:00 p.m. Participants will be notified when the class will be made up as soon as possible.

PLEASE RETAIN THIS PAGE FOR YOUR REFERENCE.