KAPLAN FINANCIAL

Cathay Connections

LONDON CIMA FULL TIME ENROLMENT FORM

STUDENT DETAILS

Gender: Male ☐ Female ☐

Salutation: Mr ☐ Mrs ☐ Ms ☐ Miss ☐

Surname

Forename(s)

Address

City Postcode

Country Nationality

Place of Birth

Country of Birth

Home tel no. Work/Mobile no.

Email address (Please complete in block capitals)

Date of birth / / Passport no.

CIMA ID Number*

Kaplan Financial student no.

* You may register with CIMA after joining Kaplan Financial. The deadlines are 31 Jan (May exam) and 31 July (Nov exam). **NOTE:** It is your responsibility to complete the CIMA registration formalities and enter the CIMA examinations.

How did you find out about Kaplan Financial?

Existing student ☐ Agent ☐ Recommendation ☐

Advertising ☐ Mailshot ☐ Other ☐

KAPLAN FINANCIAL LTD IS A REGISTERED SPONSOR WITH UKBA (UK BORDER AGENCY)

All Kaplan Professional and Kaplan Financial full time courses are eligible for a student visa. If you require a Confirmation of Acceptance for Studies (CAS), please provide the following:

- A copy of your passport ☐
- Proof of membership with the awarding body (CIMA), and/or recent education certificates ☐
- Completed enrolment form and fees ☐
- Proof of ability to follow the course in English ☐

STUDENT LETTERS

Confirmation of Enrolment letters to be sent:

By post ☐ Will collect ☐ International Courier ☐

(International courier: a non refundable charge of £40 or applicable country rate)

Once letters have been issued confirming full time status, no refunds or course deferrals are permitted other than in certain limited circumstances. Please visit www.kaplanfinancial.co.uk for terms and conditions.

Postal Address (If different from previous)

Country Postcode

NEXT OF KIN CONTACT DETAILS

Name

Relationship to student

Address

Tel No:

STUDENT APPLICATION CHECKLIST

As a Tier 4 Sponsor Kaplan Financial is required by the UKBA to keep our student records up-to-date. You **MUST** supply us with the following information upon enrolment, and inform us of any changes whilst you are studying with us.

- Copy of passport ☐
- Copy of visa issued ☐
- Copy of UK biometric card (if issued one) ☐
- Postal address ☐
- Email address ☐
- Phone details ☐
- Documents confirming that you are eligible for the course (academic & English language) ☐
- All previous CIMA exam transcripts (if applicable) ☐
- Next of kin contact details ☐

DATA PROTECTION ACT

Your sponsor will be informed of your test results, progress and attendance unless your sponsor chooses not to receive this information.

MARKETING POLICY

Kaplan Financial, Kaplan Publishing Limited or our other group companies may contact you via phone, mail or email to keep you informed about further professional training or other services and products of interest. If you do not wish us to send any such information, please tick here. ☐ BUT, if having ticked, you still wish to receive details of courses and services specifically relating to your qualification, please tick here. ☐

PRIVACY POLICY

You acknowledge by enrolling that you have read, understood and accept the terms and conditions and privacy policy detailed on www.kaplanfinancial.co.uk

Registered office: Kaplan Financial Limited, 7th floor, 100 Cannon Street, London EC4N 6EU • Registered in England no. 1028790

FOR OFFICE USE ONLY:

CIMA/F11

Date / Initial	Cash	CC	Cheque	Receipt No.

CIMA LEARNING QUALITY PARTNER

THE QUEEN'S AWARDS FOR ENTERPRISE: INTERNATIONAL TRADE 2007

BAC ACCREDITED

KAPLAN FINANCIAL

LONDON CIMA FULL TIME ENROLMENT FORM

EXAM DATE	May 2011	November 2011
START DATE	17 Jan 2011	Aug 2011
Subjects (Please tick 3 per exam sitting)		
CERTIFICATE LEVEL		
C1 Fundamentals of Management Accounting	☐ £510	☐ £510
C2 Fundamentals of Financial Accounting	☐ £510	☐ £510
C3 Fundamentals of Business Mathematics	☐ £510	☐ £510
C4 Fundamentals of Business Economics	☐ £510	☐ £510
C5 Fundamentals of Ethics, Corporate Governance & Business Law	☐ £510	☐ £510
OPERATIONAL LEVEL		
E1 Enterprise Operations	☐ £545	☐ £545
P1 Performance Operations	☐ £545	☐ £545
F1 Financial Operations	☐ £545	☐ £545
MANAGEMENT LEVEL		
E2 Enterprise Management	☐ £545	☐ £545
P2 Performance Management	☐ £545	☐ £545
F2 Financial Management	☐ £545	☐ £545
STRATEGIC LEVEL		
E3 Enterprise Strategy	☐ £585	☐ £585
P3 Performance Strategy	☐ £585	☐ £585
F3 Financial Strategy	☐ £585	☐ £585
PROFESSIONAL COMPETENCE LEVEL		
TOPCIMA Test of Professional Competence	☐ £1,000	☐ £1,000

SPECIAL OFFER

15% Discount for Resits
Book your resits with Kaplan and get a 15% discount per paper. Offer available to all CIMA full time students - simply provide a copy of your CIMA exam results confirming you are resiting the paper(s).

10% Loyalty Discount
Gain a 10% discount on our prices as an existing Kaplan student.

All materials are supplied by Kaplan Publishing Limited, and are included in our prices. Kaplan Financial acts as agent in collecting such amounts. Study materials include: Study Text, Study Notes, two progress test questions and answers, Exam Kit, and Pocket Notes at a cost of £181 (Certificate) or £202 (Operational, Management or Strategic). TOPCIMA materials include: Study Text and Knowledge Book at a cost of £85.

1. Enrolment on a course will only be confirmed and visa support letters issued upon receipt of the correct deposit.
2. Once letters have been issued confirming full time status, no refunds are permissible other than in the instance of visa refusal.
3. Any balance must be paid in full at least two weeks prior to the first published course commencement date.
4. Requests for deferral for whatever reason must be received in writing at least 2 weeks prior to the course commencement date. Subject to approval, a minimum admin fee of £100 will be incurred to defer to the next term subject to a maximum of 3 consecutive deferrals after which all deposits will be lost.
5. The minimum deposit for a Programme Package is 50% of the total. The deposit is non-transferable and only refundable in accordance with our standard terms and conditions
6. Students are required to enrol for 3 subjects per term. Please specify subjects and terms above.
7. No other discount can be used in conjunction with a programme package.
8. Students requiring a Confirmation of Acceptance for Studies (CAS) to support their visa application will be charged an administrative fee of £25. This fee is included in the Programme Package price.
9. Standard terms and conditions apply, please see www.kaplanfinancial.co.uk

PROGRAMME PACKAGES (Please tick as appropriate)

LEVEL	NO. OF SUBJECTS	TERMS	PRICE	DEPOSIT	
Certificate	5	1	£2,400	£1,200	☐
Operational & Management	6	2	£3,100	£1,550	☐
Management & Strategic	6	2	£3,220	£1,610	☐
Operational, Management & Strategic	9	3	£4,500	£2,250	☐
Certificate, Operational & Management	11	3	£5,200	£2,600	☐
Certificate, Operational, Management & Strategic	14	4	£6,400	£3,200	☐

Except as stated above, all other sections of our full time and other relevant terms and conditions apply. Please go to www.kaplanfinancial.co.uk.
* To qualify for the resit course you must attempt the real exam and achieve a minimum mark of 40%.

PAYMENT INSTRUCTIONS

☐ I enclose a cheque for £ _____ made payable to Kaplan Financial Limited.

☐ Please charge my credit/debit card in respect of the full amount marked above. NOTE: Diners Club is not accepted.

☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐ VISA MasterCard Maestro DELTA SOLO AMERICAN EXPRESS

Start Date ☐☐☐☐ Expiry Date ☐☐☐☐ Issue No. ☐☐ Security No. ☐☐☐

Name of cardholder Telephone no. of cardholder

Signature of cardholder

I confirm that I have read, understood and accept the terms and conditions and privacy policy detailed on www.kaplanfinancial.co.uk

Signature_____ Date_____