



Admissions Department, PO Box 61093, London SE1P 5DR

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## ACCA FULL TIME ENROLMENT FORM

### How to Enrol

BY Email Please email us completed application form to [info@cathay.cc](mailto:info@cathay.cc)

BY POST Please complete all parts of this form in BLOCK CAPITALS and return to: Admissions Department, PO Box 61093, London SE1P 5DR or Head Office, Unit A, 68 Wyrley Road, Witton, Birmingham B6 7BN

BY FAX Please complete all parts of this form in BLOCK CAPITALS and fax to: : + 44 (0) 207 357 6348 / +44 (0) 121 328 2375

<p><b>STUDENT DETAILS</b></p> <p>Mr / Mrs / Ms / Miss</p> <p>Surname</p> <p>Forename (s)</p> <p>Date of Birth      /      /</p> <p>Address for correspondence</p> <p>Postcode</p> <p>Home No:</p> <p>Work No:</p> <p>Mobile No:</p> <p>Email address, work</p> <p>Email address, personal</p> <p>Previous Tuition Provider</p> <p>Student No:</p> <p>ACCA Registration No:</p> <p>Note: It is your responsibility to complete the CFA registration formalities and enter the CFA examinations:</p> <p>How did you find out about Cathay Connections</p> <p>Exiting student <input type="checkbox"/>    Company policy <input type="checkbox"/>    Recommendation <input type="checkbox"/></p> <p>Advertising <input type="checkbox"/>    Mailshot <input type="checkbox"/>    Other <input type="checkbox"/></p> <p>Exam Sitting      Dec 07 <input type="checkbox"/>      Jun 08 <input type="checkbox"/></p>	<p><b>STUDENT LETTTERS (please complete in BLOCK DETAILS)</b></p> <p>Overseas address</p> <p>New students: Immigration &amp; British High Commission letters to be sent:</p> <p>By post <input type="checkbox"/>      Will collect <input type="checkbox"/>      International Courier <input type="checkbox"/></p> <p><i>For details of courier charges please contact the centre</i></p> <p><b>Once letters have been issued confirming full time status no refunds or course deferrals are permissible other than in certain limited circumstances.</b></p> <p><b>SPONSORED STUDENTS: EMPLOYERS AUTHORISATION</b></p> <p>If UK employer is responsible for the payment of fees, please complete the following:</p> <p>As employer of the student for whom this form is completed, we are responsible for payment of fees due on receipt of the invoice and undertake to inform you in writing of any change to this arrangement. We understand that we are fully responsible for the payment of feeds due in all circumstances including termination of employment or cancellation of course.</p> <p>Signed</p> <p>Name</p> <p>Position within the company</p> <p>Date</p> <p>Purchase Order Number</p> <p><b>INVOICING ADDRESS (If different to the employer address above)</b></p> <p>Contact Name</p> <p>Address</p> <p style="text-align: right;"><b>Postcode</b></p>
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**DATA PROTECTION ACT** Your sponser will be informed of your test results, progress and attendance unless your sponser chooses not to receive this information.

**MARKETING POLICY** Cathay Connections 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 of the user agreement and privacy policy available on FTC website and all the terms and conditions retained in the course brochure(s)

**FOR OFFICE USE ONLY**

DATE/INITIAL	CASH	CC	CHEQUE	RECEIPT

