

# Cambridge International College

Professional British Study and Training for Successful Careers

International HQ: Attique House Business Centre, Route de Quennevais, St Brelade, Jersey JE3 8FP, Britain.

Tel: + 44 1534 485485 Email: [learn@cambridgegetraining.com](mailto:learn@cambridgegetraining.com) Website: [www.cambridgecollege.co.uk](http://www.cambridgecollege.co.uk)

## ENROLLING/REGISTERING FOR STUDY & TRAINING from Britain with Cambridge International College

### STUDY & TRAINING FOR CAREER SUCCESS

CIC's excellent high quality, expertly written and professionally produced Courses **are the path to high-level career success**, and to your career advancement, promotion, new jobs, high pay, confidence and respect - **and international awards**.

Whatever your previous standard of education or your work experience, Cambridge International College offers you excellent Study & Training in various subjects and at different study levels **to suit YOUR personal needs and ambitions**.

With expert, easy-to-understand Study & Training Materials and guidance **you can quickly increase your knowledge, ability, skills, understanding, education and competence**, and become highly valued and respected as an employee, member of staff, manager, business person or executive.

**Study at your own pace, wherever in the world you are**, in your own home, your own area, at work or leisure, with the support and care of this experienced College, founded in 1935.

### Study & Training available from CIC includes:

#### INTERNATIONAL DIPLOMAS

Enrolment Form on **page 4**

#### HONOURS DIPLOMAS

Enrolment Form on **page 5**

#### ADVANCED BUSINESS ADMINISTRATION (ABA)

Enrolment Form on **page 6**

#### EXECUTIVE BUSINESS ADMINISTRATION (EBA)

Enrolment Form on **page 7**

#### MASTERY OF MANAGEMENT GRADUATE DIPLOMAS

Enrolment Form on **page 8**

#### ADVANCED MASTERY OF BUSINESS MANAGEMENT & ADMINISTRATION (AMBMA)

Enrolment Form on **page 9**

- 1** Select a study level (such as Diploma, ABA, EBA, AMBMA, etc) which you feel **comfortable and confident with** (you can always take further studies later).
- 2** Select a course to fulfil **your career aims**, increase your abilities and knowledge, and which has the best employment and promotion opportunities for you.
- 3** Don't delay - act now; enrolling is quick and easy. Within just a few days you could be enrolled, studying, and on the way to achieving your goals.



Alternatively, you may Enrol/Register through the College website:  
[www.cambridgecollege.co.uk](http://www.cambridgecollege.co.uk)



When you have decided upon the Study & Training you wish to undertake, complete the Enrolment/Registration Form and send it to the College by registered post, fax or email **WITH** your Fee payment (or details of your fee payment).

# TERMS AND CONDITIONS OF ENROLMENT/REGISTRATION for CIC Diploma Programs and Higher Programmes

With Cambridge International College you can study in your country of residence; you do not need to come to the College premises in Britain. You may enrol on ANY DAY or DATE of the year.

By submitting an Enrolment/Registration Form you accept the following Terms & Conditions of Enrolment/Registration and agree to abide by all of the Rules and Regulations of Cambridge International College of Jersey, Britain.

- 1** On receipt of your completed Enrolment/Registration Form and Fee payment at the College Headquarters in Britain, you will be enrolled/registered as a Member of the College. If you give an email address, Module One for a Program or Core Subject can be emailed to you so you may commence Study & Training at once. You will be quickly sent by registered airmail post (or sometimes by courier) CIC Study & Training Materials with full Study & Training Instructions & Guidance and advice on how to learn and progress rapidly, with which you should comply, and which may contain Self-Assessment Tests, Recommended Answers, Practice Tests or Past Papers.
- 2** Your Study & Training Period (your 'Membership Period') commences on your enrolment/registration date. The Study & Training Period is 12 months for any one Diploma or Mastery of Management Graduate Diploma, or 15 months for two Diploma Programs studied together, or 18 months for three Diploma Programs studied together; the Study & Training Period is 21 months for an Honours Diploma Programme, 24 months for an Advanced Diploma in Business Administration (ABA) Programme, 36 months for an Executive Business Administration (EBA) Programme, and 36 months for the AMBMA Programme - provided you have completed payment of the agreed Fee. However, with study by flexible distance-learning you can complete your Study & Training in a shorter period of time; alternatively, arrangements with the College can be made to extend your Study & Training Period if required.
- 3** During your Study & Training Period you may be offered a Mid-Training Progress Test and/or End-of-Training Progress Test, and/or a Past Paper, on a Program or Core Subject. You will have the option of submitting your Test Work/Answers for marking and assessment by qualified CIC Tutors at the College Headquarters in Britain, and receiving guidance, assistance and instruction from the Tutors on your Test Work/Answers. If you choose to submit your Work/Answers, there is an additional 'Tutorial Charge' for each Test; submitting Test work is totally optional and is not a requirement of any course.
- 4** At the appropriate stage of your Study & Training, and when you are ready, you will be entitled to sit the appropriate Final Examination(s) under Approved Invigilation/Supervision in your own area. 'Approved Invigilation/Supervision' means you will sit your Final Examination(s) under 'true examination conditions' supervised by an 'Invigilator' ('Supervisor' or 'Proctor') appointed by the College - in your local area, wherever you are resident at the time you are ready to sit your Examination(s). Arrangements for you to sit your Final Examination(s) under Approved Invigilation/Supervision in your local area can only be made: (i) after you have been Enrolled/Registered as a Member of the College; and (ii) when you have studied sufficiently and made progress in your Study & Training (in accordance with the advice in the Study & Training Guide provided to you on enrolment.) Examination arrangements cannot be made before your enrolment. Full and clear details on sitting Examinations are provided with your Study & Training Materials and Study Guide.
- 5** On passing the set Examination(s), and as long as all fees are settled, you will be awarded and sent the appropriate CIC International Diploma or Award for the Study & Training successfully completed.
- 6** As soon as you are Enrolled/Registered with CIC you will be permitted to visit the College's special Member Services Website to see your personal Membership Details, Study Material Despatch Details, Examination Results, CIC Newsletters, Literature, FREE Study Modules, Study & Training Information, and more.

## Cambridge International College

### OFFERS YOU THE OPPORTUNITY TO:

- Secure top jobs, promotion and career success.
- Achieve valuable international qualifications.
- Gain knowledge, skills, competencies and ability.
- Improve your status, respect and confidence.

Principal Dr Stephen Lawson and Vice Principal David Lawson lead the highly-experienced and professional College staff which is dedicated to ensuring YOUR study success and career advancement. Should you need any advice in choosing the right study and training for you, please contact our experienced Study, Training and Education Consultants.



# EVERYTHING YOU NEED FOR YOUR STUDY SUCCESS IS INCLUDED IN THE CIC FEE

## YOUR AFFORDABLE CIC FEE INCLUDES ALL OF THIS:-

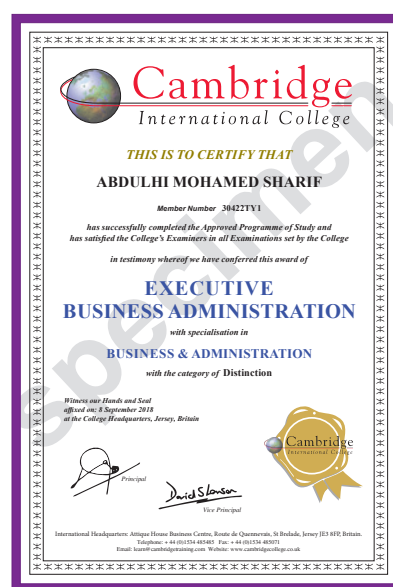
- ▶ Your registration as a Member with CIC.
- ▶ Your own high-quality, professionally written, well-produced and illustrated International CIC Study & Training Publications.
- ▶ A detailed, professional Study & Training Guide with instructions and advice on how best to study and how to answer Assessments and Examinations well.
- ▶ A Progress Chart, Self-Assessment Tests with Recommended Answers and/or Training Test(s) or a Past Paper, and optional Tutorial Support Service.
- ▶ The Final Examination(s) under 'Invigilation' in your own area, and their Assessment.
- ▶ Rapid despatch of all Study Materials, Assessments, Examination Papers and awards by registered airmail post.
- ▶ The CIC award and qualification on the successful completion of your Study & Training.
- ▶ Your personal pages on CIC's Member Services website with access to your results, despatch details, advice, guidance, and more:  
[www.cambridgeinternationalcollege.co.uk](http://www.cambridgeinternationalcollege.co.uk)
- ▶ Newsletters; details of special offers, new Programs, competitions, information and advice.

## STUDY AND TRAINING, ADVICE AND ASSISTANCE

- ▶ Before, during and after CIC Study & Training you may ask CIC's experienced and helpful Consultants for any advice you might need. Our Consultants can advise on what subjects or courses it is most helpful for you to study to improve your career prospects and to achieve your ambitions, and so that you can make progress on your Study & Training with confidence.
- ▶ CIC's experienced and helpful staff will ensure that you are quickly enrolled/registered, and that your Study Materials are rapidly despatched to you, with confirmation and details also given by email and made available on your own personal pages of the CIC Member Services Website. And, after your successful Study & Training, CIC staff can assist you with special requests such as for duplicate awards, transcripts, attestations, reference and recommendation letters, and more, by post and email.



## ACHIEVE YOUR OWN DIPLOMA OR VALUABLE AWARD WITH CIC!





# ENROLMENT/REGISTRATION FORM FOR STUDY & TRAINING WITH CAMBRIDGE INTERNATIONAL COLLEGE for CIC International Diploma Programs

Attique House, St Brelade, Jersey JE3 8FP Britain. Tel/fax: +44 (0)1534 485485 Email: learn@cambridgetraining.com

**All enrolments are accepted by the College on the terms and conditions stated on page 2**

**Please enrol me for the International Diploma Program(s) which I have ticked:**

- |  |  |
|--|--|
| <input type="checkbox"/> Accounting & Finance in Business & Management<br><input type="checkbox"/> Administrative, Personal Assistant & Secretarial Duties<br><input type="checkbox"/> Advanced Management & Administration<br><input type="checkbox"/> Advertising & Public Relations<br><input type="checkbox"/> Asset & Investments Management<br><input type="checkbox"/> Banking & Bank Operations<br><input type="checkbox"/> Business Bookkeeping & Accounts<br><input type="checkbox"/> Business Economics & Commerce<br><input type="checkbox"/> Business English & Letter Writing<br><input type="checkbox"/> Business Entrepreneurship & Organisation<br><input type="checkbox"/> Business Management & Administration<br><input type="checkbox"/> Commercial Practice & Law<br><input type="checkbox"/> Communication in Business & Management<br><input type="checkbox"/> Computers & IT in Business & Management<br><input type="checkbox"/> Cost Accounting<br><input type="checkbox"/> Credit Management & Control<br><input type="checkbox"/> Education & Teaching: Classroom Psychology<br><input type="checkbox"/> Essential Everyday English<br><input type="checkbox"/> Events Management<br><input type="checkbox"/> Financial Management<br><input type="checkbox"/> Health & Safety in the Workplace | <input type="checkbox"/> Hotel Operations & Management<br><input type="checkbox"/> Human Resource & Personnel Management<br><input type="checkbox"/> Insurance: Principles & Practice<br><input type="checkbox"/> International Business & Trade<br><input type="checkbox"/> International Relations<br><input type="checkbox"/> Leadership & Team Management<br><input type="checkbox"/> Logistics, Materials & Supply Chain Management<br><input type="checkbox"/> Management & Administration<br><input type="checkbox"/> Mass Media & Communication<br><input type="checkbox"/> Office Management & Administration<br><input type="checkbox"/> Organisational Behaviour<br><input type="checkbox"/> Professional English (Everyday & Business Use)<br><input type="checkbox"/> Project Management<br><input type="checkbox"/> Public Administration<br><input type="checkbox"/> Purchasing & Resourcing Management<br><input type="checkbox"/> Sales Management & Marketing<br><input type="checkbox"/> Stores Management & Stock (Inventory) Control<br><input type="checkbox"/> Supervisory Management<br><input type="checkbox"/> Supply Chain Strategy & Organisation<br><input type="checkbox"/> Tourism & Travel Management<br><input type="checkbox"/> Training & Development |
|--|--|

## FEES FOR CIC INTERNATIONAL DIPLOMA PROGRAMS

FEES FROM 1 JULY 2017	A FULL PAYMENT ON ENROLMENT OF	3 MONTHLY INSTALMENTS* EACH OF
<b>ONE DIPLOMA PROGRAM</b>	<b>£200 or US\$400 or €300</b>	<b>£90 or US\$180 or €135</b>
<b>TWO DIPLOMA PROGRAMS</b>	<b>£400 or US\$800 or €600</b>	<b>£180 or US\$360 or €270</b>

The College reserves the right to increase Fees prior to enrolment. £ = British Pounds; US\$ = United States Dollars; € = Euro

**FEE PAYMENT DETAILS: I enclose herewith the sum of:**

**Either** \_\_\_\_\_ **being the FULL payment for the Program(s)**

**OR** \_\_\_\_\_ **being the first instalment of Fee, and I shall pay the same for the next two months\*.**

\* If you choose to pay by instalments you MUST pay an instalment EVERY month to keep your Membership 'valid'

**Payment is in the form of:** (Methods of making Fee payments are stated on page 11)

- ☐ Bank Transfer (attach bank receipt); 
 ☐ Bank Draft/IMO; 
 ☐ British Postal Orders; 
 ☐ Currency Notes; 
 ☐ Western Union 10-digit MTCN: \_\_\_\_\_ (attach Western Union receipt); 
 ☐ PayPal; 
 ☐ Credit/Debit Card; 
 ☐ Other: \_\_\_\_\_ (state details and attach receipt)

**My details are** (please write or type **clearly** in **capital letters**):-

**FULL NAME:** Mr/Mrs/Miss/Ms \_\_\_\_\_  
(write or type your full name **exactly** as you wish it to appear on your Diploma)

**FULL ADDRESS:** \_\_\_\_\_  
(write or type the **full** and **exact** address to which we should send your Study & Training Materials)

Email address: \_\_\_\_\_ Telephone (include code): \_\_\_\_\_

Have you studied the subject(s) before? If so, give details: \_\_\_\_\_

Practical experience of the subject(s), if any: \_\_\_\_\_

Present employment/post held: \_\_\_\_\_

Special needs, if any: \_\_\_\_\_ Nationality: \_\_\_\_\_ Age: \_\_\_\_\_

**I agree to CIC's Terms and Conditions of Enrolment/Registration for Study & Training as set out on page 2.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

INTRODUCED BY:

MEMBER No: \_\_\_\_\_  
(who will be entitled to a FREE GIFT from the College as soon as the new Member is enrolled)

# ENROLMENT/REGISTRATION FORM FOR STUDY & TRAINING WITH CAMBRIDGE INTERNATIONAL COLLEGE for CIC Honours Group Diploma Programmes

Attique House, St Brelade, Jersey JE3 8FP Britain. Tel/fax: +44 (0)1534 485485 Email: learn@cambridgetraining.com

*All enrolments are accepted by the College on the terms and conditions stated on page 2*

**Please enrol me for the CIC Honours Group Diploma Programme which I have ticked:**

- |  |   |
|--|---|
| <input type="checkbox"/> <b>Administrative Management</b><br><input type="checkbox"/> <b>Banking, Finance &amp; Management</b><br><input type="checkbox"/> <b>Business Accounting &amp; Finance</b><br><input type="checkbox"/> <b>Business Administration</b><br><input type="checkbox"/> <b>Business Development</b><br><input type="checkbox"/> <b>Computers &amp; IT Management &amp; Administration</b><br><input type="checkbox"/> <b>Executive &amp; Secretarial Assistance</b> | <input type="checkbox"/> <b>Hospitality Management</b><br><input type="checkbox"/> <b>Human Resource Administration</b><br><input type="checkbox"/> <b>Management &amp; Administration</b><br><input type="checkbox"/> <b>Management &amp; Workplace Safety</b><br><input type="checkbox"/> <b>Marketing Administration</b><br><input type="checkbox"/> <b>Materials Management</b><br><input type="checkbox"/> <b>Retail Management &amp; Administration</b> |
|--|---|

## FEES FOR CIC HONOURS GROUP DIPLOMA PROGRAMMES

FEES FROM 1 JULY 2017	<b>A FULL PAYMENT ON ENROLMENT OF</b>	<b>4 MONTHLY INSTALMENTS* EACH OF</b>
<b>AN HONOURS DIPLOMA</b>	<b>£760 or US\$1,520 or €1,180</b>	<b>£210 or US\$420 or €315</b>

The College reserves the right to increase Fees prior to enrolment. £ = British Pounds; US\$ = United States Dollars; € = Euro

**PAYMENT DETAILS:** I enclose herewith the sum of:

Either \_\_\_\_\_ being the **FULL** payment for the Programme

OR \_\_\_\_\_ being the **first instalment** of Fee, and I shall pay the same for the next three months\*.

\* If you choose to pay by instalments you **MUST** pay an instalment **EVERY** month to keep your Membership 'valid'

The Fees stated **INCLUDE** the despatch of your personal professional Study Materials, Study Guide, Examination(s) and of your Honours Diploma by **registered airmail post**

**Payment is in the form of:**

(Methods of making Fee payments are stated on page 11)

- ☐ **Bank Transfer** (attach bank receipt); 
 ☐ **Bank Draft/IMO**; 
 ☐ **British Postal Orders**; 
 ☐ **Currency Notes**;  
☐ **Western Union 10-digit MTCN:** \_\_\_\_\_ (attach Western Union receipt); 
 ☐ **PayPal**;  
☐ **Credit/Debit Card**; 
 ☐ **Other:** \_\_\_\_\_ (state details and attach receipt)

**My details are** (please write or type **clearly** in **capital letters**):-

**FULL NAME:** Mr/Mrs/Miss/Ms \_\_\_\_\_  
(write or type your full name **exactly** as you wish it to appear on your Honours Group Diploma)

**FULL ADDRESS:** \_\_\_\_\_  
(write or type the **full** and **exact** address to which we should send your Study & Training Materials)

Email address: \_\_\_\_\_ Telephone (include code): \_\_\_\_\_

Have you studied the subject(s) before? If so, give details: \_\_\_\_\_

Practical experience of the subject(s), if any: \_\_\_\_\_

Present employment/post held: \_\_\_\_\_

Special needs, if any: \_\_\_\_\_ Nationality: \_\_\_\_\_ Age: \_\_\_\_\_

**I agree to CIC's Terms and Conditions of Enrolment/Registration for Study & Training as set out on page 2.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

INTRODUCED BY:

MEMBER No: \_\_\_\_\_  
(who will be entitled to a FREE GIFT from the College as soon as the new Member is enrolled)

Note 1: This Enrolment/Registration Form is for a 'complete' Honours Diploma Programme (which comprises 4 'Qualifying Programs') and will result in 5 Diplomas being awarded - a Diploma for each individual 'Qualifying Program', AND an Honours Diploma when all 4 'Qualifying Programs' are completed. However, you can also gain an Honours Diploma by enrolling for and completing the 'Qualifying Programs' one or two at a time, so long as all four 'Qualifying Programs' are completed within five years of one another. The 4 'Qualifying Programs' may be studied and completed in any sequence or order.

Note 2: Other Honours Diploma specialisations/titles may be available or arranged; contact the College with your requirements.

# ENROLMENT/REGISTRATION FORM FOR STUDY & TRAINING WITH CAMBRIDGE INTERNATIONAL COLLEGE for the CIC Advanced Business Administration Programme

Attique House, St Brelade, Jersey JE3 8FP Britain. Tel/fax: +44 (0)1534 485485 Email: learn@cambridgetraining.com

*All enrolments are accepted by the College on the terms and conditions stated on page 2*

**Please enrol me for the CIC Advanced Business Administration (ABA) Programme and Specialisation ticked:**

- |  |  |
|--|--|
| <input type="checkbox"/> <b>Business Administration</b><br><input type="checkbox"/> <b>Commerce &amp; Administration</b><br><input type="checkbox"/> <b>Computers &amp; IT Administration</b><br><input type="checkbox"/> <b>Education &amp; School Leadership</b><br><input type="checkbox"/> <b>English &amp; Administration</b><br><input type="checkbox"/> <b>Financial Administration</b><br><input type="checkbox"/> <b>Hospitality Administration</b> | <input type="checkbox"/> <b>Human Resource Administration</b><br><input type="checkbox"/> <b>HR &amp; Occupational Health &amp; Safety</b><br><input type="checkbox"/> <b>Insurance, Risk Management &amp; Administration</b><br><input type="checkbox"/> <b>Management &amp; Administration</b><br><input type="checkbox"/> <b>Marketing Administration</b><br><input type="checkbox"/> <b>Materials &amp; Logistics Administration</b><br><input type="checkbox"/> <b>Project Administration</b> |
|--|--|

## FEES FOR AN ADVANCED BUSINESS ADMINISTRATION (ABA) PROGRAMME

FEES FROM 1 JULY 2017	A FULL PAYMENT ON ENROLMENT OF	2 INSTALMENTS* EACH OF	8 MONTHLY INSTALMENTS* EACH OF
<b>ABA</b>	<b>£1,350 or US\$2,700 or €2,100</b>	<b>£750 or US\$1,500 or €1,125</b>	<b>£220 or US\$440 or €330</b>

The College reserves the right to increase Fees prior to enrolment. £ = British Pounds; US\$ = United States Dollars; € = Euro

**PAYMENT DETAILS:** I enclose herewith the sum of:

Either \_\_\_\_\_ being the **FULL** payment for the Programme

OR \_\_\_\_\_ being the first of two instalments of Fee, and I shall pay the second within six months\*

OR \_\_\_\_\_ being the first of eight instalments of Fee, and I shall pay the same for the next seven months\*

\*If you choose to pay by instalments you **MUST** pay instalments as scheduled to keep your Membership 'valid'

The Fees stated **INCLUDE** the despatch of your personal professional Study Materials, Study Guide, Examination(s) and of your ABA award by registered airmail post

**Payment is in the form of:**

(Methods of making Fee payments are stated on page 11)

- ☐ **Bank Transfer** (attach bank receipt); 
 ☐ **Bank Draft/IMO**; 
 ☐ **British Postal Orders**; 
 ☐ **Currency Notes**;  
☐ **Western Union 10-digit MTCN**: \_\_\_\_\_ (attach Western Union receipt); 
 ☐ **PayPal**;  
☐ **Credit/Debit Card**; 
 ☐ **Other**: \_\_\_\_\_ (state details and attach receipt)

**My details are** (please write or type **clearly** in **capital letters**):-

**FULL NAME:** Mr/Mrs/Miss/Ms \_\_\_\_\_  
(write or type your full name **exactly** as you wish it to appear on your Advanced Business Administration Award)

**FULL ADDRESS:** \_\_\_\_\_  
(write or type the **full** and **exact** address to which we should send your Study & Training Materials)

Email address: \_\_\_\_\_ Telephone (include code): \_\_\_\_\_

Have you studied the subject(s) before? If so, give details: \_\_\_\_\_

Practical experience of the subject(s), if any: \_\_\_\_\_

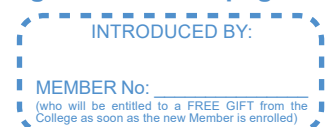
Present employment / work experience: \_\_\_\_\_

Qualifications held (certificates, diplomas, degrees - awarded on examination success - attach copies/transcripts if available):  
 \_\_\_\_\_

Special needs, if any: \_\_\_\_\_ Nationality: \_\_\_\_\_ Age: \_\_\_\_\_

**I agree to CIC's Terms and Conditions of Enrolment/Registration for Study & Training as set out on page 2.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



Note: Other ABA specialisations may be available or arranged; please contact the College with your requirement/request.

# ENROLMENT/REGISTRATION FORM FOR STUDY & TRAINING WITH CAMBRIDGE INTERNATIONAL COLLEGE for the CIC Executive Business Administration Programme

Attique House, St Brelade, Jersey JE3 8FP Britain. Tel/fax: +44 (0)1534 485485 Email: learn@cambridgetraining.com

*All enrolments are accepted by the College on the terms and conditions stated on page 2*

**Please enrol me for the Executive Business Administration (EBA) Programme and Specialisation ticked:**

- |   |   |
|---|---|
| <input type="checkbox"/> <b>Accounting &amp; Administration</b><br><input type="checkbox"/> <b>Business Administration</b><br><input type="checkbox"/> <b>Commerce &amp; Administration</b><br><input type="checkbox"/> <b>Communication &amp; Media Administration</b><br><input type="checkbox"/> <b>English &amp; Administration</b><br><input type="checkbox"/> <b>Finance &amp; Investment Administration</b><br><input type="checkbox"/> <b>Hospitality &amp; Events Administration</b> | <input type="checkbox"/> <b>Human Resource Administration</b><br><input type="checkbox"/> <b>International Business &amp; Administration</b><br><input type="checkbox"/> <b>Leadership &amp; Strategic Administration</b><br><input type="checkbox"/> <b>Management &amp; Administration</b><br><input type="checkbox"/> <b>Marketing Administration</b><br><input type="checkbox"/> <b>Materials &amp; Logistics Administration</b><br><input type="checkbox"/> <b>Project Management &amp; Administration</b> |
|---|---|

## FEES FOR AN EXECUTIVE BUSINESS ADMINISTRATION (EBA) PROGRAMME

FEES FROM 1 JULY 2017	A FULL PAYMENT ON ENROLMENT OF	3 INSTALMENTS* EACH OF	12 MONTHLY INSTALMENTS* EACH OF
<b>EBA</b>	<b>£2,025 or US\$4,050 or €2,990</b>	<b>£750 or US\$1,500 or €1,125</b>	<b>£220 or US\$440 or €330</b>

The College reserves the right to increase Fees prior to enrolment. £ = British Pounds; US\$ = United States Dollars; € = Euro

**PAYMENT DETAILS:** I enclose herewith the sum of:

Either \_\_\_\_\_ being the **FULL** payment for the Programme

OR \_\_\_\_\_ being the **first of three instalments** of Fee, the second and third payable every six months\*

OR \_\_\_\_\_ being the **first of twelve instalment** of Fee, and I shall pay the same for the next eleven months\*

\*If you choose to pay by instalments you **MUST** pay instalments as scheduled to keep your Membership 'valid'

**Payment is in the form of:**

(Methods of making Fee payments are stated on page 11)

- ☐ **Bank Transfer** (attach bank receipt); 
 ☐ **Bank Draft/IMO**; 
 ☐ **British Postal Orders**; 
 ☐ **Currency Notes**;  
☐ **Western Union 10-digit MTCN:** \_\_\_\_\_ (attach Western Union receipt); 
 ☐ **PayPal**;  
☐ **Credit/Debit Card**; 
 ☐ **Other:** \_\_\_\_\_ (state details and attach receipt)

The Fees stated **INCLUDE** the despatch of your personal professional Study Materials, Study Guide, Examination(s) and of your EBA Award by **registered airmail post**

**My details are** (please write or type **clearly** in capital letters):-

**FULL NAME:** Mr/Mrs/Miss/Ms \_\_\_\_\_  
(write or type your full name **exactly** as you wish it to appear on your EBA Award)

**FULL ADDRESS:** \_\_\_\_\_  
(write or type the **full** and **exact** address to which we should send your Study & Training Materials)

Email address: \_\_\_\_\_ Telephone (include code): \_\_\_\_\_

Have you studied the subject(s) before? If so, give details: \_\_\_\_\_

Practical experience of the subject(s), if any: \_\_\_\_\_

Present employment / work experience: \_\_\_\_\_

Qualifications held (certificates, diplomas, degrees - awarded on examination success - attach copies/transcripts if available):  
 \_\_\_\_\_

Special needs, if any: \_\_\_\_\_ Nationality: \_\_\_\_\_ Age: \_\_\_\_\_

**I agree to CIC's Terms and Conditions of Enrolment/Registration for Study & Training as set out on page 2.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

INTRODUCED BY:

MEMBER No: \_\_\_\_\_  
(who will be entitled to a FREE GIFT from the College as soon as the new Member is enrolled)

Note: Other EBA specialisations may be available or arranged; please contact the College with your requirement/request.

# ENROLMENT/REGISTRATION FORM FOR STUDY & TRAINING WITH CAMBRIDGE INTERNATIONAL COLLEGE for CIC 'Mastery of Management' Graduate Diploma Programs

Attique House, St Brelade, Jersey JE3 8FP Britain. Tel/fax: +44 (0)1534 485485 Email: learn@cambridgetraining.com

*All enrolments are accepted by the College on the terms and conditions stated on page 2*

**Please enrol me for the CIC Mastery of Management Graduate Diploma Program(s) I have ticked:**

- |   |  |
|---|--|
| <input type="checkbox"/> <b>Business Finance &amp; Investment</b><br><input type="checkbox"/> <b>Business Law</b><br><input type="checkbox"/> <b>Corporate Strategy &amp; Planning</b><br><input type="checkbox"/> <b>Events Management</b> (Tourism, Business & Sport)<br><input type="checkbox"/> <b>Financial Strategy &amp; Decisions</b><br><input type="checkbox"/> <b>International Marketing</b><br><input type="checkbox"/> <b>International Relations &amp; Politics</b><br><input type="checkbox"/> <b>Management &amp; Leadership</b> | <input type="checkbox"/> <b>Management of Human Resources</b><br><input type="checkbox"/> <b>Managerial Economics</b><br><input type="checkbox"/> <b>Marketing Strategy</b><br><input type="checkbox"/> <b>Money, Banking &amp; Financial Systems</b><br><input type="checkbox"/> <b>Operations &amp; Quality Management</b><br><input type="checkbox"/> <b>Organisational Design &amp; Behaviour</b><br><input type="checkbox"/> <b>Organisational Understanding &amp; Development</b><br><input type="checkbox"/> <b>Real Estate (Property) Management</b> |
|---|--|

## FEES FOR CIC MASTERY OF MANAGEMENT GRADUATE DIPLOMA PROGRAMS

FEES FROM 1 JULY 2017	<b>A FULL PAYMENT ON ENROLMENT OF</b>
<b>ONE MASTERY OF MANAGEMENT GRADUATE DIPLOMA PROGRAM</b>	<b>£240 or US\$480 or €360</b>
<b>TWO MASTERY OF MANAGEMENT GRADUATE DIPLOMA PROGRAMS</b>	<b>£480 or US\$960 or €720</b>

The College reserves the right to increase Fees prior to enrolment. £ = British Pounds; US\$ = United States Dollars; € = Euro  
Instalment Terms are NOT available for Mastery of Management Graduate Diploma Programs

### PAYMENT DETAILS:

I enclose herewith the sum of: \_\_\_\_\_  
being the **FULL** cost of the Program(s).

The Fees stated **INCLUDE** the despatch of your professional Study Materials, Study Guide, Examination(s) and your MM Graduate Diploma(s) by **registered airmail**

### Payment is in the form of:

(Methods of making Fee payments are stated on page 11)

- ☐ **Bank Transfer** (attach bank receipt); 
 ☐ **Bank Draft/IMO**; 
 ☐ **British Postal Orders**; 
 ☐ **Currency Notes**;  
☐ **Western Union 10-digit MTCN**: \_\_\_\_\_ (attach Western Union receipt); 
 ☐ **PayPal**;  
☐ **Credit/Debit Card**; 
 ☐ **Other**: \_\_\_\_\_ (state details and attach receipt)

**My details are** (please write or type **clearly** in **capital letters**):-

**FULL NAME:** Mr/Mrs/Miss/Ms \_\_\_\_\_  
(write or type your full name **exactly** as you wish it to appear on your Mastery of Management Graduate Diploma)

**FULL ADDRESS:** \_\_\_\_\_  
(write or type the **full** and **exact** address to which we should send your Study & Training Materials)

Email address: \_\_\_\_\_ Telephone (include code): \_\_\_\_\_

Have you studied the subject(s) before? If so, give details: \_\_\_\_\_

Practical experience of the subject(s), if any: \_\_\_\_\_

Present employment / work experience\*\*: \_\_\_\_\_

Qualifications held/standard of education\*\*: \_\_\_\_\_

Special needs, if any: \_\_\_\_\_ Nationality: \_\_\_\_\_ Age: \_\_\_\_\_

**I agree to CIC's Terms and Conditions of Enrolment/Registration for Study & Training as set out on page 2.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

INTRODUCED BY:

MEMBER No: \_\_\_\_\_  
(who will be entitled to a FREE GIFT from the College as soon as the new Member is enrolled)

*Note: Mastery of Management Graduate Diploma Programs are suitable for managers, administrators, professionals and executives, and/or those who hold a CIC Honours Diploma or a higher/advanced award, or an equivalent qualification.*



# ENROLMENT/REGISTRATION FORM FOR STUDY & TRAINING WITH CAMBRIDGE INTERNATIONAL COLLEGE

## Advanced Mastery of Business Management & Administration (AMBMA) Programme

Attique House, St Brelade, Jersey JE3 8FP Britain. Tel/fax: +44 (0)1534 485485 Email: learn@cambridgetraining.com

*All enrolments are accepted by the College on the terms and conditions stated on page 2*

**Please enrol me for the CIC AMBMA Programme with the Specialisation which I have ticked:**

- |   |   |
|---|---|
| <input type="checkbox"/> <b>Accounting &amp; Management</b> | <input type="checkbox"/> <b>Leadership &amp; Management</b>             |
| <input type="checkbox"/> <b>Business Management</b>         | <input type="checkbox"/> <b>Logistics &amp; Supply Chain Management</b> |
| <input type="checkbox"/> <b>Financial Management</b>        | <input type="checkbox"/> <b>Marketing Management</b>                    |
| <input type="checkbox"/> <b>Hospitality Management</b>      | <input type="checkbox"/> <b>Organisational Management</b>               |
| <input type="checkbox"/> <b>Human Resource Management</b>   | <input type="checkbox"/> <b>Project Management</b>                      |
| <input type="checkbox"/> <b>International Management</b>    | <input type="checkbox"/> <b>Strategic Management</b>                    |

### FEES FOR THE AMBMA PROGRAMME

FEES FROM 1 JULY 2017	A FULL PAYMENT ON ENROLMENT OF	3 INSTALMENTS* EACH OF	10 MONTHLY INSTALMENTS* EACH OF
<b>AMBMA</b>	<b>£2,500 or US\$5,000 or €3,750</b>	<b>£895 or US\$1,790 or €1,275</b>	<b>£320 or US\$640 or €480</b>

The College reserves the right to increase Fees prior to enrolment. £ = British Pounds; US\$ = United States Dollars; € = Euro

**PAYMENT DETAILS:** I enclose herewith the sum of:

The Fees stated **INCLUDE** the despatch of your personal professional Study Materials, Study Guide, Examination(s) and of your AMBMA Award by **registered airmail post**

Either \_\_\_\_\_ being the **FULL** payment for the Programme

OR \_\_\_\_\_ being the **first of three instalments** of Fee, the next two payable every six months\*

OR \_\_\_\_\_ being the **first of ten instalments** of Fee, and I shall pay the same for the next nine months\*.

\* If you choose to pay by instalments you **MUST** pay instalments as scheduled to keep your Membership 'valid'

**Payment is in the form of:**

(Methods of making Fee payments are stated on page 11)

- ☐ **Bank Transfer** (attach bank receipt); 
 ☐ **Bank Draft/IMO**; 
 ☐ **British Postal Orders**; 
 ☐ **Currency Notes**;  
☐ **Western Union 10-digit MTCN:** \_\_\_\_\_ (attach Western Union receipt); 
 ☐ **PayPal**;  
☐ **Credit/Debit Card**; 
 ☐ **Other:** \_\_\_\_\_ (state details and attach receipt)

**My details are** (please write or type **clearly** in **capital letters**):-

**FULL NAME:** Mr/Mrs/Miss/Ms \_\_\_\_\_  
(write or type your full name **exactly** as you wish it to appear on your AMBMA Award)

**FULL ADDRESS:** \_\_\_\_\_  
(write or type the **full** and **exact** address to which we should send your Study & Training Materials)

Email address: \_\_\_\_\_ Telephone (include code): \_\_\_\_\_

Have you studied the subject(s) before? If so, give details: \_\_\_\_\_

Practical experience of the subject(s), if any: \_\_\_\_\_

Present employment / work experience: \_\_\_\_\_

Qualifications held (certificates, diplomas, degrees - awarded on examination success - attach copies/transcripts if available):  
\_\_\_\_\_

Special needs, if any: \_\_\_\_\_ Nationality: \_\_\_\_\_ Age: \_\_\_\_\_

**I agree to CIC's Terms and Conditions of Enrolment/Registration for Study & Training as set out on page 2.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

INTRODUCED BY:

MEMBER No: \_\_\_\_\_  
(who will be entitled to a FREE GIFT from the College as soon as the new Member is enrolled)

Notes: Other AMBMA specialisations may be available or arranged; please contact the College with your requirement/request. If you wish to gain a second AMBMA award with a second Specialisation, only 2 additional Subjects need to be studied.

## SOME OF THE MANY NEWS AND SUCCESS STORIES RECENTLY RECEIVED FROM CIC MEMBERS AND GRADUATES WORLDWIDE



### **Dionisio Tavares - Angola:**

"I thank you for the tremendous professional success I have as a result of the qualifications from CIC. I owe it all to CIC."

### **Ihsanullah Zaheer - U.A.E.:**

"Thank you for your outstanding education. The programme was very interesting, it was essential for my career development."



### **Natalia Samarguliani - Georgia:**

"I thank you for the absolutely wonderful training program. The knowledge and Diploma I gained helped me build my career."

### **Bosomtwe Gyakye - Ghana:**

"I thank you for the training and up to date courses. After completion I secured a job with one of the most reputable companies in Ghana."



### **Taoufik Hamouda - Saudi Arabia:**

"The best investment is education. CIC made a drastic difference in my career; I was promoted, my salary doubled, I gained respect."

### **Alice Beno - Papua New Guinea:**

"The course helped me a lot to start up my small business, and in my work place. I appreciated the excellent course outline."



### **Julia Fuehrer - Germany:**

"I received a very lucrative job because of my CIC study. Thank you for caring, for your training solutions, and for your efforts."

### **Andrew Onyango - Uganda:**

"When I completed my Course my salary was increased by over 50% and I have been confirmed in a new position of Chief Cashier."



### **Joana Khamis - South Sudan:**

"CIC gives you global recognition, knowledge and practical studies. I gained promotion and an excellent salary with my certificate."

### **Ludavaune Germain - Vanuatu:**

"My CIC studies gained me a job in IT in the public sector and acceptance at University for a Bachelor of Commerce degree."



### **Daniel Musyoka Kavoi - Kenya:**

"CIC gained me entry to a UK University and now responsibility for 140 employees and a fleet of 350 trucks across East Africa."

### **Ali Al Mohammed - Egypt:**

"CIC lead me to success. After graduating I was promoted to Executive Manager. I recommend CIC to enrich management skills."



### **Edward Creers - England:**

"CIC helped secure my post as a senior accountant and gave me confidence to successfully start and run my own company."

### **Emmanuel James - Sierra Leone:**

"I was promoted to executive in our best bank. You helped me realise my potential, your materials are unique and easy to understand."



### **Teiba Mamu - Solomons Islands:**

"These courses are awesome! CIC gave me knowledge, confidence and skills. The courses are practical and the fees affordable."

### **Nguiraze Mbendana - Mozambique:**

"I enjoyed the best education which greatly increased my knowledge in training and development. I now work as a training facilitator."



### **Helen Bernardino - Malaysia:**

"I was promoted to Recruitment Specialist. The British qualification was approved by the promotions and credentials committee."

### **Kotii Raobati - Kiribati:**

"I thank CIC for making my dream a reality. I have been confirmed as Department Head at the Ministry and my salary has been doubled."



# ENROLLING AS A MEMBER FOR CIC STUDY & TRAINING

THE PROCESS IS SIMPLE AND STRAIGHTFORWARD - ALL THE COLLEGE REQUIRES IS YOUR ENROLMENT FORM (OR ENROLMENT DETAILS) AND A FEE PAYMENT

Complete the appropriate Enrolment/Registration Form fully and in CAPITAL LETTERS and then:

- ▶ **EITHER** send it by registered airmail post or courier, WITH your Fee payment or payment details to:  
**Cambridge International College, Attique House, St Brelade, Jersey JE3 8FP, Britain**
- ▶ **OR** scan and email the Enrolment Form WITH your payment details to:  
**learn@cambridgetraining.com**
- ▶ **OR** you can enrol/register and send your Fee payment details online through our website:  
**www.cambridgecollege.co.uk**

## YOU MAY SEND YOUR FEE PAYMENT TO CIC BY ANY OF THESE METHODS:

**BY BANK TRANSFER:** You can send your payment directly to one of our 'receive only' Bank Accounts:

**Account Name:** Services to Management (for Cambridge International College)

**Bank Details:** HSBC Bank plc, Jersey St Helier Branch, Britain

**For transfers in British Pounds (GB£) send to:**

Account Number: 32144670, Sort Code: 402534

Swift/BIC: MIDLGB22, IBAN: GB35 MIDL 4025 3432 1446 70

**For transfers in US Dollars (US\$) send to:**

Account Number: 68294583, Sort Code: 400515

Swift/BIC: MIDLGB22, IBAN: GB59 MIDL 4005 1568 2945 83

**For transfers in Euros (€) send to:**

Account Number: 68343364, Sort Code: 400515

Swift/BIC: MIDLGB22, IBAN: GB38 MIDL 4005 1568 3433 64

**BY ON-LINE BANKING:** If you have a bank account which offers "on-line banking", you can make a transfer to one of the College's bank accounts - the details are stated above in the "By Bank Transfer" section.

For either Bank Transfer or On-line banking, post or email your Enrolment Form to the College in Britain with the bank receipt. Ensure you pay all charges and add £20 or US\$40 or €30 to cover intermediary bank transfer charges; CIC can only credit you with the amount CIC actually receives.

**BY WESTERN UNION:** You can give your local Western Union Agent money in British Pounds (£), US Dollars (US\$), Euros (€), or your local currency to transfer to CIC. CIC will receive your payment in British Pounds, US Dollars or Euros. You can transfer your payment through Western Union:-

by 'Quick Pay' service (the best and quickest method to use to:

Account Name: **Services to Management**

Code City: **SMCOLLEGE,UK** Account No: **AUK040697**

or by 'Will Call' service: to use this service you MUST first contact CIC for transfer and receiver details.

(Note, you should only try to use the "Will Call" service if the "Quick Pay" service is not available)

or by 'Global Pay for Students' service:

Western Union will process your fee payment and send it quickly to CIC. See the CIC website 'How to Pay Fees' page or contact CIC by email for information.

Whichever Western Union method is used, send your Enrolment Form with the Western Union receipt to CIC in Jersey, Britain, stating clearly the 10-digit Money Transfer Control Number and the name of the "sender".

### RELATIVES/FRIENDS/SPONSORS/EMPLOYERS:

Whether overseas or in your country, you may also arrange for your relatives, friends, sponsors or employers to send your completed Enrolment/Registration Form and your Fee payment to the College in Jersey, Britain.

### BY BANK DRAFT OR INTERNATIONAL MONEY ORDER:

These must be payable to 'Cambridge International College' and must be in **British Pounds** or **US Dollars**. A draft/IMO in British Pounds must be drawn on a bank in London (England); a draft/IMO in US Dollars must be drawn on a bank in New York (USA). US\$ drafts/IMOs must be for at least US\$200.

**BY DAHABSHIIL MONEY TRANSFER:** You can pay your Dahabshiil Agent in British Pounds, US Dollars, Euros or your local currency. Your Dahabshiil money transfer should be sent with these details:

Beneficiary: **David Simon Lawson** Destination: **Britain**  
Contact details/telephone: 01534 485485

Scan and email, post or fax your Enrolment Form WITH the Dahabshiil receipt to the College in Britain, stating clearly the Money Transfer Control Number and the "sender name" exactly as it is stated on the receipt.

**CURRENCY NOTES:** You may send British Pounds (GB£), United States Dollars (US\$), or Euros (€).

**BY PAYPAL:** You can pay your Fee via PayPal on the College website; click the "Add to Basket" button on the webpage of the chosen course(s) and follow the instructions.

PayPal also allows you to send your fee using your debit or credit card, bank payment or PayPal account to:  
**registrar@cambridgetraining.com**

**BY CREDIT/DEBIT CARD:** All payments will be in British Pounds. The best, fastest and safest way to pay using your credit or debit card is through the CIC website: you will need to click on the "Add to Basket" button on the page of the course(s) to be enrolled for, then follow the instructions. Alternatively you can send to CIC a signed letter which states your credit/debit card number and expiry date, your name, postal and email address, and the amount to be paid, WITH a copy of the front and back of the card (the card MUST be signed on the signature strip) and it must be your own personal card.

**MONEYGRAM:** You may only send a fee by MoneyGram AFTER CIC has given you authorisation AND has confirmed the name of the person (the receiver) to whom the payment should be sent.

**BRITISH POSTAL ORDERS:** These may be purchased from British Post Offices. They must be made payable to 'Cambridge International College'. Only British Postal Orders can be accepted.





**THESE MEN AND WOMEN - AND THOUSANDS MORE LIKE THEM - HAVE SUCCEEDED – AND SO CAN YOU!**



## SOME OF YOUR POSSIBLE QUESTIONS ANSWERED IN ADVANCE:

### \* When can I enrol?

You can register and start your CIC Study & Training on ANY day of the year - whenever you are ready and able; there are no set terms or registration dates.

### \* When will I receive my Study Materials?

As soon as the College receives your Enrolment/Registration Form or details AND your Fee payment, you will be rapidly enrolled and arrangements will be made to despatch your Study Materials to you, wherever in the world you are.

### \* How long will it take me to complete my studies?

Study & Training is flexible so you can study at the speed which best suits you and complete when you are ready. You will have a fixed Membership Period (see page 2) but can complete more quickly, or more slowly, depending on your personal circumstances.

### \* How long will it take to receive my Diploma or Award?

As soon as your final result is known it will be uploaded to your personal pages on the College website; usually within 2 days your Award will be prepared and arrangements made for despatch of it to you by registered post or courier delivery.

### \* What is distance-learning?

The professional distance-learning offered by CIC is flexible, modern, affordable and convenient. We provide you with EVERYTHING you need to rapidly learn, gain knowledge and understanding and achieve a valuable international Award, wherever you are living.

### \* Will CIC Study & Training effect my employment?

If you are already employed you do NOT need to give up work or take time off to study, and you can put into practice at work the knowledge you gain as you study. Whether you are already employed or are looking for employment, CIC Study & Training is your rapid route to good jobs, promotions, higher pay and top careers.

### \* Can anybody study with CIC?

CIC operates a firm Equal Opportunity Policy and Special Needs Policy. All applicants and Members are treated equally and without discrimination, regardless of gender, nationality, race, religious or political views, social or economic background or special needs (but there is a minimum age requirement of 18 years).

### \* Can I receive advice and guidance from CIC?

Yes, before, during and after enrolling and studying with CIC, our helpful staff are available for you.

► Join the hundreds of thousands of successful men and women who have studied with the College, successfully gained valuable awards, and who achieved great careers.

► You will receive personal and individual attention and will be treated as a mature, ambitious person with study and career goals to achieve. You will be able to rely on CIC's high quality management, support and experience to help you to succeed and to achieve YOUR ambitions!

► The sooner you register then the sooner you will be able to learn, develop new skills and abilities, increase your knowledge, and improve your job and career prospects.



**No matter where in the world you are - YOU can succeed with CIC!**