

REGISTRATION FORM

Organisation Name:	PO/ Ref No:
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Attendee:

Job title:	Course date:
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Telephone:	Mobile/ cell:
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Email:

Invoicing name and address:

Where did you hear about the course:

Mailing address (if different to invoicing address):
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I confirm that I have read and agree to the conditions of registration.

Signature:

Under UK Excise Regulations, delegates from all countries are required to pay VAT on all course sourced from the UK.

Date:

Total:

Please send a passport style photograph to IRMII@woodgroup.com for your identification card.

Payee: Wood Group Kenny Ltd	Bank: HSBC	Account No: 71296000	Sort Code: 40-01-25
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To pay by cheque or bank transfer, please make payable to:

The payment amount for this course is 2,000 GBP.

If you choose to pay for this course in Euro or USD you must pre-arrange this with the IRMII team. Payment details for Euro and USD are detailed below.

Bank: HSBC International, 60 Fenchurch Street, London, EC3M 4BA, United Kingdom

Euro: Sort Code: 40-05-15
Account No: 70685248
IBAN: GB75 MIDL 400515 70685248
BIC: MIDLGB22
Account Name: Wood Group Kenny Ltd.

USD: Sort Code: 40-05-15
Account No: 70685256
IBAN: GB53 MIDL 400515 70685256
BIC: MIDLGB22
Account Name: Wood Group Kenny Ltd.

Completion of this registration will be recognised as promise to pay the cost to attend the course. Refunds for cancellations will only be issued when received in writing 21 days prior to the course date.

WGK and IIMS makes no distinction in its admissions policy with regard to disability and will endeavour to make all reasonable adjustments in order to make it possible for students to study at or with the IIMS. For candidates with special needs requiring accommodations in examinations, evidence from an appropriately qualified expert with recommendations for accommodations is required at least 2 weeks before the date of the course and examination. For dyslexia and specific learning difficulties, a copy of an assessment report, post 16 years, should be provided from either a Psychologist registered with the Health Practitioner Council or Specialist Dyslexia Teacher with a Practising Certificate for assessing students and adults. Where appropriate assessment is available extra time (normally 25%), would be approved.

