

ifs Associateship Pathway

Registration and payment form

Please complete this form in BLOCK capitals and either fax it back to +44 (0) 1227 784331 or post to: Customer and Student Services team, **ifs School of Finance**, **ifs House**, 4–9 Burgate Lane, Canterbury, Kent CT1 2XJ United Kingdom

YOUR DETAILS	
ifs number	_____
	<small>(if first registration, this number will be allocated by the ifs)</small>
Title (eg Mr)	_____
First name(s)	_____
Last name	_____
Honours	_____
Date of birth	_____
Nationality	_____
Gender	Male <input type="checkbox"/> Female <input type="checkbox"/>
Your name, as you wish it to appear on the completion certificate:	

ETHNIC ORIGIN (TICK BOX)			
To help us monitor the effectiveness of our equal opportunities policy, please complete this section. You are not obliged to supply this information but if you do it will be treated as confidential and used for statistical purposes only.			
Bangladeshi	<input type="checkbox"/> 01	Indian	<input type="checkbox"/> 06
Black – African	<input type="checkbox"/> 02	Pakistani	<input type="checkbox"/> 07
Black – Caribbean	<input type="checkbox"/> 03	White – European (inc UK)	<input type="checkbox"/> 08
Black – other	<input type="checkbox"/> 04	White – other	<input type="checkbox"/> 09
Chinese	<input type="checkbox"/> 05	Other	<input type="checkbox"/> 10
Do you consider English to be your first/best language?			
Yes <input type="checkbox"/> No <input type="checkbox"/>			

CONTACT DETAILS	
Email address*	_____
Daytime tel	_____
Evening tel	_____
Mobile tel	_____
Fax	_____
Security word	_____
<small>Please tick relevant prompt for security purposes</small>	
<input type="checkbox"/> mother's maiden name <input type="checkbox"/> place of birth <input type="checkbox"/> memorable date	
<small>*Please note that email addresses are a compulsory requirement of study.</small>	

PERSONAL INFORMATION
Do you consider yourself to have any special educational needs that may affect your studies and/or examination performance/attendance?
<small>(If you answer 'Yes' to this question a member of ifs staff will contact you).</small>
Yes <input type="checkbox"/> No <input type="checkbox"/>

ADDRESS DETAILS	
Organisation name	_____
Region	_____
Job title	_____
Organisation address	_____

Postcode	_____ Country _____
Private address	_____

Postcode	_____ Country _____
Please indicate which address you would prefer the ifs to use for correspondence: Private <input type="checkbox"/> Business <input type="checkbox"/>	
This address is where your study materials can be signed for. You should avoid using a PO BOX number.	

PERSONAL INFORMATION
Where did you hear about the ifs School of Finance?

YOUR REGISTRATION
I hold the following qualification: <small>(Please tick as appropriate)</small>
BSc (Hons) Banking and Finance – University of London External System <input type="checkbox"/>
If you have achieved this qualification you will need to attach a copy of your degree certificate and the official transcript endorsed by your employer or university as a true copy of the original.
You will need to have included coverage of management issues (unit 107) within your Banking and Finance degree (and must be shown in the transcript), or demonstrate equivalent learning via a different qualification. If you have not taken unit 107, please contact the ifs on +44 (0) 1227 828232 to speak to an HE Guidance Officer or email abops@ifslearning.ac.uk.

YOUR REGISTRATION

I wish to register for the following modules and study method:

Distance learning Flexible learning Approved provider
(incl 3 workshops)

Compulsory module:

Strategic Management in Financial Services *

Options

Applied Credit Analysis

Corporate Finance 1 **

Corporate Finance 2 **

Globalisation of Financial Markets

Retail Business Strategy *

Risk Financing and Management

Wealth Management

* Strategic Management in Financial Services is a pre-requisite to Retail Business Strategy.

** Corporate Finance 1 is a pre-requisite to Corporate Finance 2. You must also have taken and passed the Quantitative Methods for Finance and Investment module from the *ifs* Foundation Degree in Financial Markets and Management or Diploma in Higher Education in Financial Markets and Management, or an equivalent module in terms of content or level before embarking on Corporate Finance 1.

If you have chosen to study via an approved provider, please indicate which one you have chosen:

Singapore Institute of Management BCU London

BCU Birmingham

For up-to-date approved provider information visit www.ifslearning.ac.uk or contact Customer and Student Services on +44 (0) 1227 818609.

If you have chosen to attend workshops, please indicate your preferred location (workshop locations will be offered subject to availability/demand):

Birmingham Manchester

Exeter Bristol

Newcastle London

Examination venue: (For an up-to-date list of exam venues please visit www.ifslearning.ac.uk/qualifications/exam_centres.cfm)

FEES

Tuition method	Cost per module	Number of modules
Approved provider	£795.00 each	_____
Distance learning	£665.00 each	_____
Flexible learning (incl 3 workshops)	£795.00 each	_____

FOR OFFICE USE ONLY

Checked	_____
Qualification	_____
Letter number	_____
Code	_____
Year awarded	_____
Batch	_____

PAYMENT DETAILS

Distance learning compulsory/option modules £ _____

Flexible learning compulsory/option modules £ _____

incl 3 workshops

Approved provider compulsory/option modules £ _____

TOTAL PAYABLE £

I enclose a cheque/bank draft/postal order in Sterling for the

total payable, made payable to the *ifs* School of Finance.

OR

I authorise the *ifs* to debit my Visa / MasterCard / Debit Card for the

total payable

Card number

Expiry date / Valid from /

Issue number (if applicable) Security number*

Signed _____ Date _____

*This is the last 3 digits found on the signature strip on the reverse of your card.

The *ifs* School of Finance will process the data supplied on this form in accordance with the principles of the UK Data Protection Act (1998). By supplying your address, telephone, fax and email details you are giving your consent for us to contact you in any of those ways in connection with this application. In addition, such personal data as is necessary for the fulfilment of this application will be passed to third parties, eg mailing houses for delivery of materials, partners in qualification delivery, etc. Student details will also be passed to the partner Higher Education Institution appropriate for the level of study for the purposes of matriculation.

You are required to ensure that any coursework/assignment submitted in the course of your programme of study is your own work, can be submitted to a plagiarism detection service, may be used in full or part in anonymous form as an exemplar to allow future students the opportunity to see examples of such work, and that you have kept a copy of it.

We will automatically release assessment results and details of qualifications gained at the request of your employer, provider of tuition or anyone else who has an interest in your academic progress. Statistical data may be passed to the QAA or other regulatory bodies.

On completion of your qualification, the *ifs* may publish details of the achievement of your award. Completion and submission of this form signifies your consent to the processing of this data in the manner outlined above.

As outlined on the *ifs* website and terms and conditions information, you are required to read certain online documents* prior to registration. The documents in question are: Student Charter; general regulations; programme and module specification. Completion and submission of this form signifies that you have read these documents and agree to abide by them during your studies with the *ifs*.

I confirm that the information given on this form is correct, that I have read and understood the relevant documents and that I consent to the processing of my personal and examination data.**

I promise to observe those provisions of the Charter, By-Laws and Regulations of the *ifs* School of Finance applying to my position as a registered student and member of the *ifs* School of Finance.

Signed _____ Date _____

* The online documents can be found on: www.ifslearning.ac.uk/qualifications/essential_info/level_h1.cfm.

**Please note that all unsigned forms will be returned and will cause delay in the processing of your registration.

From time to time, the *ifs* School of Finance may wish to send you information on its products and services that may be relevant to you. If you do not wish to receive further information, please tick the box: