



KBA Training Centre Pte Ltd
A Member of IMCA

KBA Training Centre Pte Ltd LEADERSHIP COURSE APPLICATION FORM

To apply for the KBA Training Centre Pte Ltd Leadership course, submit this application, and 2 photos, to KBAT for review and acceptance. For your convenience, please use the checklist below to ensure that you have included all required verification with this application. (Course joining instructions shall be sent to delegates address below on receipt of the application form and deposit payment.)

Attach Two
Passport Photos

PRINT NAME
ON BACK OF
PHOTOS

No Dark Glasses

PLEASE TYPE OR PRINT CLEARLY

Name : (as written in passport ID)		Mr: Mrs: Miss:	
Mailing Address:			
City:	Country:	Postal Code	
Home Phone:	Business Phone		
Fax	E-mail		
Date of Birth	Day / Month / Year	Age	Sex M / F
Date of Last Medical:-	Medical Carried out by:-		
QUALIFICATIONS (If any)	COMPANY EMPLOYED WITH	POSITION WITH IN THE COMPANY	Number of Years in current position

SELF SPONSORED (Delete as applicable)	SPONSORING COMPANY (Name of Company / Invoice to be addressed or Department)	ACCOMMODATION REQUIRED (Delete as applicable)	PLEASE WRITE IN SELECTED COURSE DATE
Yes / No		Yes / No	

I certify that the information herein is true and correct to the best of my knowledge and I understand that this application is subject to acceptance by KBAT.

Signature _____ **Date** _____

OFFICE USE ONLY

Applicant # _____ Reviewed by _____ Date _____ ACCEPT

Course Start Date: _____ REJECT



KBA Training Centre Pte Ltd
A Member of IMCA

Terms and Conditions

- KBA Training Centre Pte Ltd is the final authority on the interpretation of these rules.
- All prices quoted are in Singapore dollars. (Inclusive of GST)
- Booking will only be confirmed upon receipt of the appropriate application for deposit of 50% of the course fee.
- We do not accept credit card, NETS or bank draft.
- All Bank Charges incurred for Telegraphic Transfer will be at the cost of the delegates.
- For Singapore cheque should be crossed and made payable to **“KBA TRAINING CENTRE PTE LTD”**
- On confirmation of booking, standard deferment/cancellation policy applies. All cancellation will be charged at 50% (Fifty percent) of the published course rates including 1 night hotel accommodation where applicable.
- If KBA Training Centre Pte Ltd have to cancel the course for whatever reason, a full refund (of course fee only) will be given to any persons who have paid a deposit or full amount.
- Certificate will be awarded upon successful completion of the course and achieving a pass in the examination.