



KBA Training Centre Pte Ltd
A Member of IMCA

Dynamic Positioning (DP) Awareness Course

APPLICATION FORM

To apply for the Dynamic Positioning (DP) Awareness 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. (Photos may be submitted on the first day of the course)

Attach Two
Passport Photos

PRINT NAME
ON BACK OF
PHOTOS

No Dark Glasses

PLEASE TYPE OR PRINT CLEARLY

Surname (Mr / Miss / Mrs / Dr)		First names		Passport / IC #	
Mailing Address					
City		Country		Postal Code	
Home Phone			Business Phone		
Fax	E-mail				
Date of Birth; Day / Month / Year				Age	Sex M / F

EMPLOYMENT POSITION	DURATION IN POSITION	OTHER RELATED
ACADEMIC QUALIFICATION		DATE OF COMPLETION / AWARD OF QUALIFICATIONS

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, I accept the Terms and Conditions with in the application document and I understand that this application is subject to approval by KBAT.

Signature _____ Date _____

OFFICE USE ONLY			
Applicant # _____	Reviewed by _____	Date _____	<input type="checkbox"/> ACCEPT
Course Start Date: _____			<input type="checkbox"/> REJECT

Terms and Conditions

- KBA Training Centre Pte. Ltd is the final authority on the interpretation of these rules.
- Bookings must be received three (2) weeks prior to start date of the course.
- All prices quoted are in Singapore dollars. (Inclusive of GST)
- 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”**
- Upon confirmation of booking, a deposit of 50% (Fifty percent) is required.
- We do not accept credit card, NETS or bank draft.
- Full payment must be received 7 days prior to the commencement of the course, or bookings will not be confirmed, any unconfirmed bookings at this time maybe allocated to other personnel.
- On confirmation of booking, standard deferment/cancellation policy applies.
 - Cancellation More than 14 days prior to commencement of the course- full refund of deposit less 15% administration fee
 - Cancellation Less than 14 days prior to commencement of the course- 50% refund
 - Cancellation Less than 7 days prior to commencement of the course- No refund
- If KBA Training Centre Pte. Ltd have to cancel the course for what ever reason, a full refund (of course fee only) will be given to any persons who have paid a deposit or full amount.
- On successful completion of the course, you will be awarded the relevant Certificate.
- Dress Code for the DP Awareness 2 day course is SMART/CASUAL (no shorts, vests, flip-flops, open toe shoe's)