

## COURSE REGISTRATION FORM

(Private Candidate)

<b>A) PERSONAL INFORMATION</b> <small>*circle accordingly</small>				
Name (as in NRIC):			Gender: * Male/Female	
* NRIC / Fin / Passport No: <small>*(Pink / blue)</small>			Date of Birth:	
Race:			Nationality:	
Preferred Teaching Language: * English / Chinese				
Contact Number:			Email Address:	
Present Address:				
<b>B) EDUCATION</b>				
From <small>(Year)</small>	To (Year)	Schools/Institution/Universities	Country	Qualification Attained
<b>C) CURRENT EMPLOYMENT</b>				
Company		Designation		Gross Salary
<b>D) COURSE</b>				
Title:			Training Hours :	
Start Date:	End Date:	Final Assessment Date:		
Session: * AM(0900-1300) PM(1400-1800) N(1830/1900-2230)				
<b>E) COURSE FEE</b>				
Total Course Fee (Gross fee [                    ] + Registration & Admin Fee/ Exam Fee [                    ]): <small>#The Registration &amp; Admin fee/ Exam Fee must be paid before or on the first day of the course commencement.</small>				
. <sup>st</sup> Installment:			/ <sup>rd</sup> Installment:	
0 <sup>nd</sup> Installment:			1 <sup>th</sup> Installment:	
<b>F) REFUND POLICY</b>				
<b>% of the aggregate amount of the Course Fees</b>		<b>If student's written notice of withdrawal is received</b>		
[70%]		More than [20] calendar days before the Commencement Date		
[50%]		Before, but not more than [20] calendar days before the Commencement Date		
[20%]		Before, but not more than [10] calendar days before the Commencement Date		
[0%]		On or after the Commencement Date		
<b>G) DECLARATION</b>				
I hereby declare that all the information I have provided in this application form are, to the best of my knowledge and belief, correct and complete.				
_____ <b>Signature of applicant</b>  Name: Date :			_____ <b>Officer-in charge</b> <b>The Spa &amp; Wellness Academy Pte Ltd</b> <b>The Spa &amp; Wellness School Pte Ltd</b>	