

# REGISTRATION FORM: SHORT COURSES

**Tel:** (+267) 3612100/66/69  
**Fax:** (+267) 391 3296  
**Email:** ccpd@idmbis.ac.bw



Course Applied for:

Course Dates:

## SPONSOR'S DETAILS

Company Name:

Contact Person:

Tel:

Name:

Address:

Position:

Official Stamp

Office Tel:

Email:

Date:

Signature:

## DELEGATE DETAILS

1. Full Names:

2. Full Names:

Identity Number:

Identity Number:

Position:

Position:

Qualification:

Qualification:

Contact:

Contact:

Email:

Email:

3. Full Names:

4. Full Names:

Identity Number:

Identity Number:

Position:

Position:

Qualification:

Qualification:

Contact:

Contact:

Email:

Email:

*For more delegates, go to the back page*

## BANKING DETAILS

Payee: Institute Of Development Management

Bank: ABSA

Branch: Mall

Acc No: 2744757

Swiftbic: Barcbwgxxxx

Kindly specify the customer name in the reference section on the bank deposit slip.

## Terms and Conditions:

Please note: 100% fees are payable before course commencement unless a different payment schedule has been requested for and approved by the Country Director. Government Purchase Orders are accepted as guarantee for payment.

### Meals:

Are meals required?

Yes  No

**P302.00** per participant per day. Morning Tea, Lunch, Afternoon Tea and Bottled water.

## DELEGATE DETAILS

5. Full Names:   
Identity Number:   
Position:   
Qualification:   
Contact:   
Email:

6. Full Names:   
Identity Number:   
Position:   
Qualification:   
Contact:   
Email:

7. Full Names:   
Identity Number:   
Position:   
Qualification:   
Contact:   
Email:

8. Full Names:   
Identity Number:   
Position:   
Qualification:   
Contact:   
Email:

9. Full Names:   
Identity Number:   
Position:   
Qualification:   
Contact:   
Email:

10. Full Names:   
Identity Number:   
Position:   
Qualification:   
Contact:   
Email:

**NB:** IDM classes are conducted with a minimum number of ten (10) participants. The CCPD Office will communicate with all applicants regarding course commencements and general application status.