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#  **STI Foundation Theory Course  Registration Form**

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| **Course centre name** | please complete this section  |
| **DATES** |  |
| **Course date(s) 1: STI Foundation Theory One**Avoiding July/ August  |  |
| **Course date(s) 2: STI Foundation Theory Two**Avoiding July/ August |  |
| **Course date(s) 3: STI Foundation Theory Three**Avoiding July/ August |  |
| **VENUE** |  |
| **Course venue (if appropriate)** |  |
| **DELEGATE FEE** |  |
| **Delegate Fee - Foundation Theory One only** |  |
| **Delegate Fee - Foundation Theory Two only**  |  |
| **Delegate Fee – Foundation Theory Three only** |  |
| **Delegate Fee - Foundation Theory One and Two** |  |
| **Delegate Fee – Foundation Theory Two and Three** |  |
| **Delegate Fee - Full course STI Foundation Theory One, Two and Three** |  |
| **OTHER INFORMATION REQUIRED** |  |
| **Name of Course director****Postal and EMAIL address**  | **Purchase order no/reference to quote on invoice:** |
| **NAME of local course administrator:** **Tel no**: for registration enquiries**Email address:** for registration enquiries |
| **Now mandatory to provide a PO Number or invoice reference number. A costing can be provided on request for PO purposes.** | **Cost** |
| **Please provide precise invoicing instructions: to whom the invoice should be addressed, email address and the postal address for the invoice.** | £35 per student |
| BASHH REGISTRATION ELEMENT |   |
| **STI Foundation Theory One** | £35 per student |
| **STI Foundation Theory Two** | £35 per student |
| **STI Foundation Theory Three** | £35 per student |
| **STI Foundation Delegate Manual****STI Foundation Facilitator Guides** | **These are now supplied electronically with download passwords advised on registration** |

The invoice will be sent according to invoice instructions after the course has finished. The course director should pass it to the appropriate funding department for payment.

**Please provide the following documentation with this form to support STIF course registration:**

* A copy of your course programme (draft at this stage will suffice) with proposed/participating speakers

**Course Director’s Signature: Date:**

**Terms and conditions**

* You will be invoiced within 28 days after your course has finished.
* An official purchase order number should accompany this form. In the absence of an order number and precise invoice instructions the course director will be held responsible for settling the account.

**PLEASE COMPLETE AND RETURN TO stif@bashh.org**