



# Investment Management Certificate (IMC) Enrolment Form

Tel: (UK) 020 7920 3060

Post: Kaplan Financial Markets, 179-191, Borough High Street, London, SE1 1HR

E-mail: [citybookings@kaplan.co.uk](mailto:citybookings@kaplan.co.uk) Online: [www.kaplanfinancial.co.uk/imc](http://www.kaplanfinancial.co.uk/imc)

Please complete all parts of this form in **BLOCK CAPITALS**

## Student details

Mr/Mrs/Ms/Miss Surname \_\_\_\_\_

Forename(s) \_\_\_\_\_

Date of birth \_\_\_/\_\_\_/\_\_\_

Address for material shipping (signature is needed on delivery)

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Home no. \_\_\_\_\_

Mobile no. \_\_\_\_\_

Work no. (Kaplan may send text alerts where necessary)

\_\_\_\_\_

Work email \_\_\_\_\_

\_\_\_\_\_

Personal email \_\_\_\_\_

\_\_\_\_\_

Kaplan Financial student no. \_\_\_\_\_

How did you hear about Kaplan Financial?

Have you previously studied with Kaplan Financial?

Yes  No

If no, where did you previously study?

Why did you decide to study with Kaplan Financial?

I can confirm that I have read, understood and agree to be bound by the terms and conditions and privacy policy detailed on [www.kaplanfinancial.co.uk](http://www.kaplanfinancial.co.uk)

Student signature \_\_\_\_\_

Date \_\_\_\_\_

## Employer details

Company name \_\_\_\_\_

Company reg no. \_\_\_\_\_

Training manager's name \_\_\_\_\_

Mr/Mrs/Ms/Miss \_\_\_\_\_

Tel \_\_\_\_\_

E-mail \_\_\_\_\_

\_\_\_\_\_

Work address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

## Sponsored students: employer's authorisation

If the above employer is responsible for the payment of fees, please complete the following:

As employer of the student for whom this form is completed, we are responsible for payment of amounts due to Kaplan Financial on receipt of invoices, unless credit facilities with Kaplan Financial have been granted, in respect of the student and undertake to inform you in writing promptly of any change to this arrangement.

We understand that we are fully responsible for the payment of amounts due to Kaplan Financial in all circumstances (including termination of employment or course cancellation).

We confirm that we have read, understood and accept the terms and conditions detailed on [www.kaplanfinancial.co.uk](http://www.kaplanfinancial.co.uk)

Signed \_\_\_\_\_

Name \_\_\_\_\_

Position within the company \_\_\_\_\_

Date \_\_\_\_\_

Purchase order no. \_\_\_\_\_

## Invoicing address

(Note: Contact name can't be the same as student)

Contact name \_\_\_\_\_

Address for correspondence \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Your sponsor will be informed of your test results, progress and attendance unless your sponsor chooses not to receive this information.

Yes, I'm happy to receive offers and updates about relevant courses from Kaplan.

I understand I can unsubscribe at any time. Please see our [Privacy Policy](#) for further details on how we handle your data. Sign up

Registered office: 179-191 Borough High Street, London, SE1 1HR

Registered in England No. 1028790



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Follow our 6 easy steps to book your IMC course(s) and/or study materials:

Step 1: Choose your preferred method of study (All packages include materials, an IMC calculator and 1 year's access to My Kaplan)			
	Fee (exc. VAT)	Fee (inc. VAT)	Tick
<b>Classroom Weekday Course &amp; Distance Learning Materials Plus Recorded Classes</b>			
Unit 1: Investment Environment – 2 Day Course	£515	£618	
Unit 2: Investment Practice – 3 Day Course	£655	£786	
Package Price: Unit 1 + Unit 2 (25% Discount)	£877.50	£1,053	
<b>Classroom Evening Course &amp; Distance Learning Materials Plus Recorded Classes</b>			
Unit 1: Investment Environment – 5 evenings (6pm-8pm)	£565	£678	
Unit 2: Investment Practice – 8 evenings (6pm-8pm)	£715	£858	
Package Price: Unit 1 + Unit 2 (25% Discount)	£960	£1,152	
<b>Distance Learning Plus Recorded Classes</b>			
Unit 1: Investment Environment	£385	£462	
Unit 2: Investment Practice	£415	£498	
Package Price: Unit 1 + Unit 2 (25% Discount)	£600	£720	
<b>Distance Learning (excludes recorded classes)</b>			
Unit 1: Investment Environment	£250	£300	
Unit 2: Investment Practice	£265	£318	
Package Price: Unit 1 + Unit 2 (25% Discount)	£386.25	£463.50	

**Course transfer policy:** Delegates wishing to transfer a course booking to another date may do so once free of charge. Any subsequent course transfers will incur an administration charge of £25 per transfer.

**Syllabus changes and material updates:** Kaplan will, on request, provide update information and updated online questions where a syllabus change takes place within six months of material being purchased.

Step 2 : Optional extra			
	Fee (exc. VAT)	Fee (inc. VAT)	Tick
Core Skills Online Course	£95	£114	

### Step 3: Do you want to exclude the official training manual from your package as you already have this?

Yes  We will deduct the cost from your package

No  We will not deduct the cost from your package

If you don't tick this section then the official training manual will be included in your pack

### Step 4: Delivery (if left unticked, this will automatically be added to your order)

UK -One Unit £12.50  Europe -One Unit £20

UK -Two Units £25  Europe -Two Units £40

To find out the cost of delivery outside of Europe please contact us using the details below.

### Step 5 : Please list the names of the course(s) selected and start dates by using the IMC timetables

View available dates at: [www.kaplanfinancial.co.uk/IMC](http://www.kaplanfinancial.co.uk/IMC)

Please enter course start date below  
(if applicable to your booking):

Unit 1: \_\_\_\_\_

Unit 2: \_\_\_\_\_

### Step 6: Payment instructions

Please invoice my employer (complete section overleaf)

I enclose a cheque for £\_\_\_\_\_ made payable to Kaplan Financial Ltd.

To pay by card, please e-mail this enrolment form to [citybookings@kaplan.co.uk](mailto:citybookings@kaplan.co.uk), then select from the options below:

Kaplan should contact me for payment

I will contact Kaplan on 020 7920 3060 for payment

### Payment plans:

Our IMC courses are covered with our interest-free payment plan, providing the total cost is £500 minimum (including VAT). Distance learning fees can be repaid in equal monthly instalments up to a maximum of three months. Classroom course fees can be repaid in equal monthly instalments up to a maximum of six months. The last payment must be made one month before the final course. Please contact us for further details.

Internal use: Total inc VAT \_\_\_\_\_