



ZIMBABWE INSTITUTE OF MANAGEMENT
STUDENT REGISTRATION FORM
Over 50 year of providing management and leadership excellence



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 Peppermint Place
 Suite No. 11
 George Silundika/ 11th Avenue
 Tel (09) 72497
 Tele/Fax (09) 783 28
 Website: www.zim.ac.zw

GENERAL INFORMATION

Programme Applied for *(Please tick)*

EDBL	<input type="checkbox"/>	EDAS	<input type="checkbox"/>	EDGM	<input type="checkbox"/>	SHEM Cert	<input type="checkbox"/>	SHEM Dip 1	<input type="checkbox"/>
CTLM	<input type="checkbox"/>	DTLM	<input type="checkbox"/>	EDSM	<input type="checkbox"/>	EDOM	<input type="checkbox"/>	ERM	<input type="checkbox"/>
MRM	<input type="checkbox"/>	ADSHM	<input type="checkbox"/>	SHEM Dip 2	<input type="checkbox"/>				
Other	<input type="checkbox"/>	Specify							

Surname..... **First Names**.....
(Please print)

Sex: Female Male **Date of Birth**

Title: Mr Mrs Miss Dr **Other/Specify**.....

National I.D......

Email Address:

Cell Number.....

Business Phone..... **Address**.....

Present Employer.....

Next of Kin **Tel:**.....

Position Held/Title.....

Postal Address.....

.....

Highest Academic Qualification.....

Previous Management Courses Attended.....

PAYMENT OF FEES

Fees are payable each month for the duration of the course.

BOOKINGS

- 1.Booking Authority.....
2. Provisional bookings may be made by telephone but they can only be considered to be confirmed when:
 - (a) The registration form has been received and course fees have been paid.
 - Or
 - (b) Course fees have been received.
- 3.Cancellations/postponement notice received in writing between 21 and 30 days before the commencement of the course will be subject to a cancellation/postponement fee of 10%; if received between 14 and 20 days before the commencement of the course, 50% of the fee will be payable.
4. Fees are subject to increase **without** notice and delegates who pay in advance will be required to top up on their payment in the event of fee increases.
5. Cancellations/postponement notices received in writing up to 13 days before the commencement of the course, and failure to attend the course, attract the total course fee.
6. Transfers will not be possible.
7. Interest on all overdue accounts will be levied at the rates ruling at the time.
8. You are required to pay your tuition before attending any training if no produce a letter from accounts

Signature of delegate: Date:

Signature of official responsible for payment of fees: Date:

WEEKEND CLASSES
(Sat,Sun)

WEEKEND CLASSES
(Fri, Sat, Sun)

Lessons begin 8:30 – 4:00pm

Lessons begin 8:30 – 4:00pm

Banking Details:
Account Name: Zimbabwe Institute of Management
Bank: Standard Chartered
A/c No. 8700216570400
Branch: Highlands

*P/S Please note that you will be invoiced for attendance of each module (and be expected to make payment) unless the Zimbabwe Institute of Management’s cancellation/postponement policy as spelt above has been adhered to.

<u>FOR OFFICE USE ONLY</u>			
	Amount US\$	Receipt #	Date
Membership Fee Paid	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Registration Fee Paid	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Training Fee Paid	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Soft Copy Modules (CD) Fees Paid	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Delegate/Membership Number	<input style="width: 100%;" type="text"/>		
Signed: Registrar.....		Signed: Finance.....	
Date		Date	