



Masters Certificate in Project Management

Registration Form

PERSONAL INFORMATION *(Please print clearly)*

Mr. _____ Date Of Birth (YYYY/MM/DD)
 Mrs. _____
 Ms. Name _____

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Home Address _____

City _____ Province _____ Postal Code _____

Business Address _____ Email _____

Tel. (Wk) _____ Tel. (Hm) _____ Tel. (Cell) _____

Canadian Citizen Yes No Holding Other Citizenship Yes No

I declare that I have read and understood the information in this form and the attendance policy as outlined in the Registration Details on the rear panel of the printed brochure or on the website, and that all statements made with respect to this form are true and complete. I understand and agree to the payment schedule, refund policy and attendance policy of The University of Winnipeg's specific program. I agree, if admitted, to comply with the regulations of The University of Winnipeg.

Applicant's Signature _____ Date _____

Brief Professional Background:

Number of years of PM/BA experience: _____ Previous PM/BA training: None 1 Intro course A few courses Many

Type of projects you manage: IT implementation/Software development Construction/Engineering Other (specify) _____

How did you first hear about this program? _____

Note: Please attach a copy of your current resume to this registration form, including education and work experience.

Executive Recommending Applicant (if applicable):

Name _____ Title _____

Telephone _____ Email _____

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Cancellation and Refund Policy

If you are unable to attend the program you may transfer to the next session subject to the 21 day written notification requirement or your organization may name a replacement candidate. A full refund will be issued for written cancellations received a minimum of 21 days before the program start date.

Written cancellations received after the 21 day written notification requirement will forfeit the \$800 deposit. Non-attendance or withdrawal after the program start date will incur charges of the full program tuition fees.

Non-refundable Transfer Policy

Once the MCPM program has commenced, only one module transfer to another session will be permitted without penalty (subject to space availability). Each subsequent transfer is subject to a \$200 administration fee.

Applications for Educational Funding

All applications for educational funding must be finalized and documentation submitted to the University by the student intake appointment to maintain a secured seat in the program. A minimum installment of one-quarter of the program fees must be paid to the University by the first week of the program.

Sponsorships

Students must submit an Authorization to Invoice form or letter on their company letterhead at the time they pay the \$800 deposit.

Payment Method:

Cheque (enclosed)

Invoice my company*

Paying with Credit Card please call 204-982-6633

Please note: If emailing this form, please **DO NOT** include any credit card information; rather, call the number provided.

Please make cheques payable to The University of Winnipeg

* Must attach authorization on company letterhead or official purchase order, including company mailing address, contact person and authorized signature.

Payment Options (please select)

\$8,795 in full

\$800 deposit

Four ways to register:

Mail this form to
The University of Winnipeg PACE
460 Portage Ave
Winnipeg, MB R3C 0E8

Fax this registration form to 204-944-0115

Phone 204-982-1701

Email registration to l.bailey@uwinnipeg.ca