



Registration Form

Contact Information

Name		
Institution and Student Number		#:
Street Address		
City, Prov., Postal Code		
Home Phone & Fax	Tel:	Fax:
Work Phone	Home Phone:	
E-Mail (work & personal)	Work:	Personal:

If you are not alumni of NPSIA or a member of the Ottawa Diplomatic Association, would you like to receive email announcements on future training programs? Yes___ / No___.

If yes please circle or highlight your preferred email address above.

Program

The Professional Certificate in Diplomatic Protocol & Etiquette

- 3-Day Workshop – Wednesday, February 19, Thursday, February 20 and Friday, February 21, 2025 -
Carleton University and online (February 20 and 21 only)

Featured Instructor: Margaret Dickenson and Andrea Hudson

Fee:

STUDENT REGISTRATION: \$ 450.00 + HST _____

ALUMNI REGISTRATION: \$ 900.00 + HST _____

Includes NPSIA-PT&D alumni, Carleton University Alumni and members of the Ottawa Diplomatic Association and their spouses.

REGULAR REGISTRATION: \$ 950.00 + HST _____

Complete your Registration

Scan and email or post this registration form to NPSIA-PT&D at the coordinates below. You will then be provided with an invoice and will receive instructions for completing your registration by credit card, cheque or wire payment.

npsia-ptd@carleton.ca

Payment and refunds:

Refund policy: Registration fees for this workshop are refundable up-to 10 business days before the start of training less 20% + HST for administration. This policy does not apply to Corp. Training Agreements.

Cancellation policy: NPSIA-PT&D reserves the right to cancel scheduled training programs up-to 5 business days in advance of the start of training should there be insufficient subscription. Full refunds will be issued upon notification.