



Professional Training Registration Form

Contact Information

Name		
Department, Agency or Company		
Street Address		
City, Prov., Postal Code		
Home Phone & Fax	Tel:	Fax:
Work 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 Executive Certificate in International Policy Analysis and Strategic Planning

– 2-Day Workshop – 9 AM – 4:00 PM, Thursday February 22 and Friday February 23, 2018 -

Featured Instructor: Phil Rourke

Fees

SPECIAL FEE of \$ 800 + HST until December 8, 2017.

Fees then revert to Early, Regular and Alumni rates. Please visit us at www.carleton.ca/npsia-ptd/ for additional information.

Complete your Registration

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

Registration - The Office of Professional Training and Development (NPSIA – PT&D)
Room 2118 Dunton Tower
Carleton University
1125 Colonel By Drive, Ottawa, ON K1S 5B5

Email: 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 \$ 500.00 + 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.