

HOW TO REGISTER



EMAIL  [training @ learningsolutions.com.my](mailto:training@learningsolutions.com.my)

Complete the form below and send by:



03 - 9546 4066

PROGRAM / COURSE DETAILS

Course Name:

Course Date :

No of Pax:

PARTICIPANT 1 DETAILS

Full Name :

Email:

Mobile No :

PARTICIPANT 2 DETAILS

Full Name :

Email:

Mobile No :

PARTICIPANT 3 DETAILS

Full Name :

Email:

Mobile No :

APPROVING MANAGER /AUTHORITY

Name:

Job Title /Designation:

Email:

Contact No:

Organisation:

Company Stamp:

I understand and accept the terms and conditions of this registration.

Signature:

Date:

REGISTRATION GUIDE LINES AND POLICIES

GROUP DISCOUNT

Any organisation sending three (3) or more participants to attend the same course on the same day is entitled to a 10% discount.

PAYMENT OPTION

Please make check payable to :

LEARNING SOLUTIONS MANAGEMENT CENTRE

with the title of the programme written on the back of the cheque. All payments should be made in advance of the program date.

CERTIFICATE OF ATTENDANCE

A certificate of attendance will be issued to all participants of this programme

SUBSTITUTION OF PARTICIPANTS

This is allowed, provided LEARNING SOLUTIONS ACADEMY is notified of the name and the designation of the new participant(s) at any time prior to the commencement of the event.

CANCELLATION POLICY

Cancellations are not accepted prior to the scheduled course date. No refunds will be given but a substitute participant is welcomed to attend in place of the registered participant

NON ATTENDANCE

Non-attendance on the day will result in the forfeiture of course fees. In the event of non-attendance due to exceptional circumstances, registered participants may apply in writing to reschedule to a later date of the same course.

IMPORTANT NOTICE:

Payment is required with registration and must be received prior to the workshop/seminar to guarantee a seat. Walk in participants with payment will only be admitted on the basis of seat availability and with immediate full payment. Upon submitting this form you are deemed to have read and understood the Registration Guidelines and Policies and have accepted the terms contained therein. Please complete and return this registration form together with the payment to reach us before the commencement of the event.

COURSE / WORKSHOP INVESTMENT:

1- Day Program
Fee Per Participant
(10% discount on Early Bird)

RM 648

2 Day Program
Fee Per Participant
(10% discount If payment & registration are received on or before Early Bird Date)

RM 1,188

Note:

Above fee includes lunch, refreshments, course manual and Certificate of Attendance



LEARNING SOLUTIONS ACADEMY

002040382M

Tel: 03 - 9546 4066

Mobile: 012 336 9973

Email: solutions@learningsolutions.com.my

www.learningsolutions.com.my