

Professional Banker Certificate/Diploma Application Form

PLEASE COMPLETE IN BLOCK CAPITALS

Part 1 Membership

as appropriate

Affiliate membership is included in the subject enrolment fee for the period of one year for the Professional Banker Certificate/Diploma Course.

Part 2 Personal Details

Membership no. (if appropriate): _____

Title: _____

Surname: _____

Forename(s): _____
(Please enter in full)

Date of Birth: _____

Home Address: _____

Postcode: _____

Home tel. no: _____

Mobile tel. no: _____

Home email: _____

All workbooks are sent via courier and require to be signed for. It is the responsibility of the person applying for any course to ensure that someone is available at the address specified for delivery to do this. It is recommended that workbooks be delivered to a work address.

Part 3 Employment Details

Employer: _____

Address: _____

Postcode: _____

Job title: _____

Staff number: _____

Tel. no: _____

Fax no: _____

Email: _____

Preferred mailing address: home work

Preferred email address: home work

Departmental employees

Department/section name: _____

Part 4 Subject Enrolment

Fees:

Professional Banker Certificate - £260

Professional Banker Diploma
£195 per subject

Subject fee includes course materials, examination entry fee if booked **within six months** of registration, and access to the members section of our website.

Enrol me for the following course:

- Professional Banker Certificate
- Professional Banker Diploma

Subject(s):

- Professional Banker
- Banking Operations
- Commercial Property
- Call Centre Operations
- Introduction to Credit
- Introduction to Risk
- Financial Crime & Money Laundering
- Sales and Service
- Team Leadership
- Introduction to Business Banking
- Complaint Handling

Introduction to Credit can be studied under Scots or English law. Please indicate which law you wish to study under:

- Scotland
- England and Wales

Application Form

Part 5(a) Card/Cheque Payment

I attach a cheque for £ _____ made payable to CIOBS, or

Please debit my Visa/Mastercard/Switch* card
£ _____ * delete as appropriate

Card No: _____

Expiry Date: _____ Issue No: _____ Valid From: _____

Card Security Code (CSC): _____

The CSC is the last three-digit number printed on the signature strip.

Cardholder's House no.: _____

Cardholder's Postcode: _____

Signature: _____

For office use only

Balance: _____

Re-registration: _____

Processed: _____

Marketing Code: 743 _____

Part 5(b) Payment by Employer

Candidates should ensure that they have received authorisation for funding from their employer before making an application. Candidates should note that they are personally responsible for paying all fees regardless of their employer's authority. Candidates should also note that CIOBS retains the right to withhold course enrolment and distribution of course materials until an invoice is paid.

My employer has agreed to fund my course fees and an invoice should be sent to:

Cost Code/Ref No.: _____

Name: _____

Position: _____

Work address: _____

Postcode: _____

Employer's Signature of Approval:

Part 6 District Centre Network

The Chartered Institute of Bankers in Scotland has a network of District Centres around Scotland and the UK. District Centres are the focus of local activity for members, providing CPD opportunities and arranging social events. Most Centres also have an annual dinner.

Preferred District Centre: as appropriate

- | | |
|-----------------------------------|---|
| <input type="checkbox"/> Aberdeen | <input type="checkbox"/> Inverness |
| <input type="checkbox"/> Ayr | <input type="checkbox"/> London |
| <input type="checkbox"/> Dumfries | <input type="checkbox"/> Oban |
| <input type="checkbox"/> Dundee | <input type="checkbox"/> Perth |
| <input type="checkbox"/> Glasgow | <input type="checkbox"/> Edinburgh, Lothians & Fife |

Part 7 Declaration

The information I have provided is true to the best of my knowledge and belief. I agree to be bound by the published rules of The Chartered Institute of Bankers in Scotland. I also accept that all fees are non-refundable.

* I agree that information relating to my studies and examination/assignment results may be shared with my employer

* delete if inapplicable

Signature _____

Date _____

Please return this form by post to:

The Chartered Institute of Bankers in Scotland
Drumsheugh House
38b Drumsheugh Gardens
Edinburgh
EH3 7SW

Tel No: 0131 473 7777

Fax: 0131 473 7788

Email: info@charteredbanker.com

Web: www.charteredbanker.com