

## Individual Course Registration Form (Fiber Optics Pre-Training Form)

**Course Registration:** Please note our classes fill up quickly. We recommend you register no later than four weeks prior to the course start date to insure a space. Acceptance of registration is subject to availability of space. One form is required to be completed per student per course unless contracted on a sole source basis. All other seats will be open to other registration.

**Training Details:**

Course Title/ Code: \_\_\_\_\_

Training Date: \_\_\_\_\_

Location: \_\_\_\_\_

Participant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Company/Organization: \_\_\_\_\_

Position/Role: \_\_\_\_\_

Contact Information (Phone/Email): \_\_\_\_\_

Valid Identification Card: (Any of & indicate with its number: NIN Card, Drivers License, Permanent Voter Card, Int'l Passport) \_\_\_\_\_  
(Attach a photocopy with the form)

Location Preference (if any): \_\_\_\_\_

Training Days Option: (Indicate) Mon- Wed  Saturdays

**Emergency Contact:**

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Please answer the following questions to help us tailor the training session:

1. Do you have any prior experience with fiber optics? (Yes/No) \_\_\_\_\_

2. If yes, please briefly describe: \_\_\_\_\_

3. What are your primary objectives for this training? \_\_\_\_\_

4. Are there specific topics or skills you wish to focus on? \_\_\_\_\_

5. Do you have any special requirements or accommodations? \_\_\_\_\_

### Terms & Conditions

**Substitution:** Allowed any time prior to course start with no fee. Not allowed after course start

**Cancellation:** Two weeks or more prior to course start date - Full refund

Between one week and two weeks - 50% refund. (May transfer to a course scheduled within 6 months at a 25% transfer fee)

Less than one week - No refund. (May transfer to a course scheduled within 6 months at a 50% transfer fee)

**Transfer:** Two weeks prior to course start date - No Fee.

Between one week and two weeks - May transfer to a course scheduled within 6 months at a 25% transfer fee.

Less than one week - May transfer to a course scheduled within 6 months at a 50% transfer fee.

**No Show:** No refund. May transfer to a course scheduled within 6 months at a 50% transfer fee.

**Withdrawal:** No refund

When requesting multiple seats in a course convening, be aware the company is responsible for the terms and conditions of the students enrolled. Class size minimum is 5 for any special convening and has a 12 person size limit. All other scheduled convening's can be filled by individual seat request.

When credit is extended our terms are Net 10. Accounts delinquent beyond terms will be charged interest at the rate of 1.5% per month. Registrant agrees to pay all cost of collection. dB-Zero Fiber Optics Infrastructure Training Academy reserves the right to cancel or re-schedule a course if the required minimum attendance is not met and refund made.

*(An invoice will be sent via the email provided immediately we receive the duly filled registration form for your payment. Make payment and share receipt for confirmation)*

### Awknowledgement

By signing below, I agree to the terms & conditions, and acknowledge that I am attending the fiber optics training session to enhance my knowledge and skills.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_