



DeLever

 call us on 08445 616721

APC Seminars 2010 booking form

in partnership with London South Bank University

Seminar price £95 up to 2 months before the seminar, £115 thereafter.

To book your place, please complete this form and return it with your payment to:

Enterprise Support Unit, RBDO, London South Bank University,
103 Borough Road, London SE1 0AA

Tel.: 020 7815 6934/44, Fax: 020 7815 6966,

Web: www.lsbu.ac.uk/enterprise, Email: info.esu@lsbu.ac.uk

Mr/Ms/Mrs/Other

Name

Job title

Organisation

APC path

Address

Post code

Telephone

Email

Please turn over to choose your seminar and give us your payment details.



LONDON SOUTH BANK
UNIVERSITY



Please book me a place on the following seminars: (please tick your choice)

Introduction to the APC

Covers the APC process in detail and helps you to understand what is needed to pass the APC.

Introduction to the APC seminars are held at 12.45pm – 4.15pm, please tick the date you would like to attend:

- 27th April 2010 – £95 before 21st February 2010 15th November 2010 – £95 before 25th August 2009

The Critical Analysis

Covers the APC requirements, understanding the critical analysis, report writing skills and common pitfalls.

Critical Analysis seminars are held at 12.45pm – 4.15pm, please tick the date you would like to attend:

- 18th January 2010 – £95 before 18th November 2009 12th July 2010 – £95 before 14th May 2010

Final Assessment Document Review

RICS now send back any incomplete pre-submission documentation. Get yours right first time. Bring it to the workshop and we will go through it with you.

Final Assessment Document Review workshops are held at 5.30pm - 9pm, please tick the date you would like to attend:

- 18th January 2010 – £95 before 18th November 2009 12th July 2010 – £95 before 14th May 2010

The Final Assessment

Covers the APC presentation, the final assessment step by step and what the assessors are looking for.

Final Assessment seminars are held at 12.45pm – 4.15pm, please tick the date you would like to attend:

- 9th February 2010 – £95 before 9th December 2009 20th September 2010 – £95 before 13th July 2010

Presentation Skills

An APC flavoured presentation skills workshop for final assessment candidates.

Presentation Skills workshops are held at 5.30pm - 9pm, please tick the date you would like to attend:

- 9th February 2010 – £95 before 9th December 2009 20th September 2010 – £95 before 13th July 2010

Supervisor and Counsellor

This seminar helps supervisors and counsellors to understand how to best support their candidates through the APC.

Supervisor and Counsellor seminars are held at 5.30pm - 9pm, please tick the date you would like to attend:

- 27th April 2010 – £95 before 21st February 2010 15th November 2010 – £95 before 25th August 2009





Payment method

- Please **invoice** me for £

I attach an official Purchase Order

I attach an official invoice request (this should be on your organisation's headed paper)

- I attach a **cheque** payable to "London South Bank University" to the value of £

- Please charge my **credit card** for £

Type: VISA MASTER CARD MAESTRO (please tick) Expiry date

Issue number Card number

Name on card

Address card is registered to:

Signature

Booking terms and conditions

These terms and conditions apply to all fee-based conferences, training courses and events.

- Telephone Bookings must be confirmed in writing
- Payment terms are 30 days net
- Bookings must be accompanied by full payment
- Cancellations must be received in writing 2 weeks prior to the event otherwise full payment will be required
- Should the event be cancelled, delegates will be notified one week prior to the advertised date of the event
- LSBU does not accept responsibility for the views and opinions expressed by individual speakers
- LSBU reserves the right to alter the programme or speakers without prior notice
- LSBU shall in no event be under any liability in respect of any loss or damage whether direct, consequential or otherwise arising from any delay in providing the event or in any change of venue

These terms and conditions are summarised from London South Bank University's Terms and Conditions for the provision of closed courses. Copies are available on request.

I confirm that I have read and understood the Booking Terms and Conditions, available at:

www.lsbu.ac.uk/rbdo/external/BookingTermsandConditions.pdf

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