



Established 1998 United Kingdom

International Coaching Academy Registration Form

Personal Details

First Name	
Last Name	
Contact Number	
Email Address	
Address	

Company Details (if applicable)

Company Name		
Company Number		
Contact Number		
Contact Email		
Invoice Address		
VAT Registered?	Yes	No

Date of Birth	
Gender	
Ethnic Origin	
Do you consider yourself to have any disabilities?	
Do you have any other special requirements?	

Any additional information?	
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How did you hear about us?	
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Signed _____

Date _____

International Coaching Academy Terms & Conditions

All of our courses are designed for maximum benefit of our clients and are delivered with Accelerated Learning to cover all learning styles.

Course Fees may vary in accordance to offers and personal circumstances. This is the decision and at digression of the ICA.

VAT is payable on all fees and is charged at the prevailing rate.

If the client is unable to attend a scheduled session, they must inform head office 24 hours in advance on the number provided below.

If you wish to withdraw from the course for any reason, we will calculate a final course fee on a pro-rata basis for sessions attended.

If paying in full, payment must be received within 28 days of registration.

If paying by easy payments, you must set up your payments via the link emailed to you within 7 days of registration.

If you fail to keep up with your monthly payments, we will ask you to pay your balance in full within 28 days.

All clients are required to sign in for each session they attend

Signed _____

Date _____

Payment Details

I wish to enroll on the **Executive Leadership Coaching Course**

Full Name	
Address	
Contact Number	
Email Address	
Start Date	
Course Fee	£500 (inc. VAT)

Please select your payment method below

	Pay in Full	1 Payment £500
	Easy Payments – 5 Months	5 Monthly payments of £100
	Easy Payments – 10 Months	10 Monthly Payments of £50

If you choose to pay by easy payments, you will receive an email from our payment provider GoCardless to create your customer account. Once you create your customer account with GoCardless, a direct debit will be created to make your monthly payments to us. If you would like your payments to come out on a specific date each month please indicate this date to us ASAP.

Signed _____

Date _____