

# **SUMMER STUDENT REGISTRATION INFORMATION**

## **SUMMER STUDENT Registration Procedure**

- Each student must submit a fully completed Student Registration Form.
- Each supervisor who is registering students must fully complete and submit the **Company Information Form** to provide Global Training Centre with all company contact details necessary to ensure invoicing and certificates, etc., are sent out as quickly and efficiently as possible.

**A student will not be confirmed as “registered” in the summer student until the above forms are completed and returned to us and payment is arranged by one of the following:**

- VISA, MasterCard

*Note - A 3% handling surcharge will be added on any totals paid via credit card.*

- All e-Transfers can be sent to [etransfer@globaltraining.ca](mailto:etransfer@globaltraining.ca)
- Purchase Order or coding for invoicing purposes (if pre-arranged with our accounting department).

**The Summer Student Safety 2000 Course Fee is \$1,165.00 per student**

**All registrations are on a “first come first served” basis.**

**Please be aware of Global's cancellation policy which states:**

- If a registration for Summer Student program is cancelled less than two weeks before the start of the course, a cancellation fee of \$500.00 will apply.
- A registration cancellation of less than one week will be billed at the full price of the course.

To avoid these charges, another student can be sent in place of the person canceling. A "no-show" on the first day of the course will also be charged at full price. If you have any questions or concerns regarding this policy, please contact us by phone, fax or e-mail as detailed above.

Thank you.  
Global Training Centre

For information call: (403) 934-5046 or 1-855-321-3211  
E-mail: [safety2000@globaltraining.ca](mailto:safety2000@globaltraining.ca)

## Summer STUDENT REGISTRATION FORM

**Course Date:**

**Course Location:**

**Please indicate your name as you would like it to appear on your certificates.**

**First Name:**

**Last Name:**

**Birthdate** – (Month/Day - Mandatory) (Year – Optional):

**Home Address:**

**City/Town:**

**Province/State:**

**Postal Code:**

**Home Phone** (with area code):

**Business Phone:**

**Cell Phone:**

**E-mail:**

**Company Name:**

**Operating Center:**

**Supervisor:**

Certification of training will not be released until payment for the course has been submitted.

As an educational facility, Global Training Centre (GTC) is required to collect, use and disclose some of your training information. This information sharing is strictly limited to your direct employer at the time you are taking the training, and any external training standards that your certification is dependent upon, i.e., Energy Safety Canada H<sub>2</sub>S Alive. I may revoke my consent or review my personal information Global Training Centre has in its possession by contacting Global Training Centre Privacy Officer at [privacyofficer@globaltraining.ca](mailto:privacyofficer@globaltraining.ca).

Additionally, if you wish to have your renewal notification sent to an alternate email address, please indicate on the line provided:

Alternate Email Address (Optional): \_\_\_\_\_

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

Do you require hotel accommodation?  Yes  Number of Nights  No

**Note:** If a meal card is lost a \$25.00 replacement fee will be charged.

Do you require a vehicle rental for defensive driving?  Yes  No  
(\$150.00 plus GST)

**Comments:**



## Summer Student Program COMPANY INFORMATION

**Course Date:**

**Name of Supervisor:**

**Full Legal Name of the Company:**

**Operating Center:**

**Company Mailing Address:** (Invoice and Student Certificates will be sent to this address.)

**Address:**

**City/Town:**

**Province/State:**

**Postal Code:**

**Business Phone** (with area code):

**Cell Phone:**

**E-mail:**

### **PAYMENT OPTIONS**

Payment due 2 weeks prior to start date unless invoicing has been pre-arranged.

Note - A 3% handling surcharge will be added on any totals paid via credit card.

**Coding (Invoice)**

**MasterCard**

**VISA**

**Company Cheque**

**e-Transfer**

Student Name	Coding, VISA or MasterCard Number	Expiry Date	V Code (3 digits on back)	Golf Shirt Size (S, M, L, XL, XXL)

\*\*Shirts are in adult sizes – If you require a size that is not specified above please contact Administration at time of registration.