

Professional Development and Training Seat Purchase Form

Telephone 1-866-734-6252

Fax or email this form to our registration centre in

Parksville at (250) 248-9792 pqcampus@viu.ca or Duncan at (250) 746-3584 ccscowichan@viu.ca

Duplicate form as needed

PLEASE PRINT

Company Information:

Company Name	()	Phone	
Company Mailing Address	()	Fax	
City	Province	Postal Code	Purchase Order # (if applicable)
Training Contact Person	Email	Title	
Signature of Authorized Signatory	Title		

Student Information:

Last Name	First Name	
Street Address		
City	Province	Postal Code
()	()	Email
Home Phone	Work Phone	Email

Student Record

I have attended VIU / Malaspina before

Yes No I know my Student # _____

Male Female Date of Birth (yyyymmdd) _____ **PLEASE NOTE: Date of Birth is required!**

Course Information: *If purchasing seats for more than one person, please submit a separate form for each person.*

Course Title	Fee	Course Code	Section
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Please Note:

1. Your company will be invoiced for the seats purchased. Invoices are due 30 days from the invoice date.
 2. You can replace a student right up to course start date by contacting our office at 1-866-734-6252 or call (250) 248-2096.
- Refunds follow the Professional Development and Training Refund Policies.