

# The Bahamas Institute of Financial Services

## INTERNATIONAL DIPLOMA IN FINANCIAL CRIME PREVENTIONS APPLICATION FORM

(Please Print)

Today's date:		
<b>STUDENT INFORMATION</b>		
Last name:	First:	Middle:
Employer:	Work phone no.: (    )	Home phone no.: (    )
Occupation / Position:	Email:	HR / Training Manager:
P.O. box:	Home address:	

### TERMS AND CONDITIONS

(Please read carefully)

#### Payment

Where the student is not sponsored by their employer, BIFS requires full payment of tuition and registration fees with the enrolment form prior to attending the first module. Interest free payment plans are available to those who qualify.

#### Refunds

- If the student withdraws from the programme four weeks or more prior to the first module, the student will be refunded the course fee less a charge of \$250 provided the course materials are returned in good condition. If the materials are not returned, or are in a bad condition, the course fee will be refunded less a charge of \$500.
- If a student withdraws from the programme less than four weeks prior to the start of the first module the student will be refunded 50% of the course fee
- If the student withdraws after attending the first module the student will be refunded 25% of the course fee.
- If the student withdraws after attending more than one module, no refund will be paid.
- If the student fails to attend the modules or examination, no refund will be paid.

I have read the above terms and conditions and the above personal information are true to the best of my knowledge.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

**FAX APPLICATION FORM TO: 242-325-5674**



*"Building Professionals in the Financial Services Sector"*

[www.bifs-bahamas.com](http://www.bifs-bahamas.com)