

Investment Management Certificate (IMC)

Enrolment Form 2024

Phone: (UK) 020 7920 3060 **Post:** Kaplan Banking & Finance, 179–191 Borough High Street, London, SE1 1HR

E-mail: citybookings@kaplan.co.uk **Online:** www.kaplan.co.uk/courses/imc

Please complete all parts of this form in BLOCK CAPITALS

Student details	
Mr/Mrs/Ms/Miss _____	Surname _____
Forename(s) _____	
Date of birth ____/____/_____	
Address for material shipping (signature is needed on delivery)	

Postcode _____	
Tel (Home) _____	
Mobile (Kaplan may send text alerts where necessary)	

Tel (Work) _____	
E-mail (Work) _____	
E-mail (Personal) _____	
Kaplan Financial student no. _____	
How did you hear about Kaplan Financial? _____	

Have you previously studied with Kaplan?	Yes No
If no, where did you previously study?	

Why did you decide to study with Kaplan Financial?	

I can confirm that I have read, understood and agree to be bound by the terms and conditions and privacy policy detailed on www.kaplan.co.uk/about/terms-and-conditions	
Student signature _____	
Date ____/____/_____	

DATA PROTECTION ACT: Your sponsor will be informed of your test results, progress and attendance unless your sponsor chooses not to receive this information.

MARKETING POLICY: Yes, I'm happy to receive offers and updates about relevant courses from Kaplan. I understand I can unsubscribe at any time. Please see our [Privacy Policy](#) for further details on how we handle your data. Sign up

Registered office: 179-191 Borough High Street, London, SE1 1HR
Registered in England No. 1028790

Employer details	
Company name _____	
Company reg no. _____	
Training manager's name _____	
Tel _____	
E-mail _____	
Work address _____	

Postcode _____	

Sponsored students: employer's authorisation	
If the above employer is responsible for the payment of fees, please complete the following:	
As employer of the student for whom this form is completed, we are responsible for payment of amounts due to Kaplan Financial on receipt of invoices, unless credit facilities with Kaplan Financial have been granted, in respect of the student and undertake to inform you in writing promptly of any change to this arrangement.	
We understand that we are fully responsible for the payment of amounts due to Kaplan Financial in all circumstances (including termination of employment or course cancellation).	
We confirm that we have read, understood and accept the terms and conditions detailed on www.kaplan.co.uk/about/terms-and-conditions	
Signed _____	
Name _____	
Position within the company _____	
Date ____/____/_____	
Purchase order no. _____	

Invoicing details (Note: contact name cannot be the same as student)	
Contact name _____	
Address for correspondence _____	

Postcode _____	

Follow our 6 easy steps to book your IMC course(s) and/or study materials:

Step 1: Choose your preferred method of study (All packages include materials and 1 year's access to My Kaplan)

Classroom Weekday or Live Online Classes (includes Distance Learning Materials plus Recorded Classes)	Fee (exc. VAT)	Fee (inc. VAT)	Tick
Unit 1: Investment Environment – 2 day / 5 evening course	£550	£660	
Unit 2: Investment Practice – 3 day / 8 evening course	£688	£825.60	
Package Price: Unit 1 + Unit 2 (10% Discount)	£1114.20	£1337.04	
Distance Learning plus Recorded Classes			
Unit 1: Investment Environment	£420	£504	
Unit 2: Investment Practice	£455	£546	
Package Price: Unit 1 + Unit 2 (25% Discount)	£656.25	£787.50	
Distance Learning (excludes Recorded Classes)			
Unit 1: Investment Environment	£280	£336	
Unit 2: Investment Practice	£298	£357.60	
Package Price: Unit 1 + Unit 2 (25% Discount)	£433.50	£520.20	

Course transfer policy: Delegates wishing to transfer a course booking to another date may do so once free of charge.

Any subsequent course transfers will incur an administration charge of £25 per transfer.

Syllabus changes and material updates: Kaplan will, on request, provide update information and updated online questions where a syllabus change takes place within six months of material being purchased. Please note your online access will be valid for 12 months.

Pricing: Prices are valid until 16th December 2024

Step 2: Optional extra

	Fee (exc. VAT)	Fee (inc. VAT)	Tick
Core Skills Online Course	£115	£138	

Step 3: Do you want to exclude the official training manual from your package as you already have this?

- Yes We will deduct the cost from your package
- No We will not deduct the cost from your package

If you don't tick this section then the official training manual will be included in your pack

Step 6: Payment instructions

Please invoice my employer (complete section overleaf)

To pay by card, please e-mail this enrolment form to citybookings@kaplan.co.uk, then select from the options below:

Kaplan should contact me for payment

I will contact Kaplan on **020 7920 3060** for payment

Step 4: Delivery (prices inc. VAT)

UK – One Unit	£12.50	UK – Two Units	£25.00
Europe – One Unit	£20	Europe – Two Units	£40
ROW – One Unit	£30	ROW – Two Units	£60

If left unticked, this will automatically be added to your order

Payment plans

Our IMC courses are covered with our interest-free payment plan, providing the total cost is £500 minimum (including VAT). Distance learning fees can be repaid in equal monthly instalments up to a maximum of three months. Classroom course fees can be repaid in equal monthly instalments up to a maximum of six months. The last payment must be made one month before the final course. Please contact us for further details.

Step 5: Please list the names of the course(s) selected and start dates by using the IMC timetables

View available dates at: www.kaplan.co.uk/courses/imc

Please enter course start date below (if applicable to your booking):

Unit 1: ____/____/____

Unit 2: ____/____/____

Internal use: Total inc VAT _____