# NABMA DIPLOMA COURSES 2024 - BOOKING FORM

Please indicate which Nabma Diploma you are applying to enrol for?

|  |
| --- |
|  |

**National Diploma in Markets Administration**

|  |
| --- |
|  |

**London Diploma in Markets & Street Trading Administration**

The completed form should be returned BY EMAIL to: diploma@nabma.com

Or a hard copy can be completed and posted to: NABMA. The Guildhall, Oswestry, Shropshire, SY11 1PZ

|  |
| --- |
| **PROPOSED PROGRAMME OF STUDY** |
| * I wish to apply to participate in the Nabma Online Diploma course * I have read and understood the Programme Handbook & Student Guide. * I have access to a computer, Zoom, & Word (or equivalent) software * I am able to attend the live and online sessions detailed in the handbook * I am able to carry out personal and internet research in support of my assignments |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. CONTACT DETAILS** | | | | | | | | |
| Full Name and Title: | | | | | | | Mr/Mrs/Ms:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Date of Birth | D | D | M | M | Y | Y | Gender: □ Female □ Male | |
| Your Local Authority,  Company or Organisation:    Your Office Address:  Post code:  Your Tel No. - Office:  Your Work Mobile:  Your Work Email Address: | | | | | | |  | |
| **2. HOME CONTACT DETAILS**  Your Personal Address:  Post code:  Your Home Tel No:  Your Personal Mobile No:  Your Personal Email address:  **Which email address do you want us to use to contact you? Work…. Home …..** | | | | | | | |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **3. EDUCATION**  **Qualification(s) in support of proposed application**  Please provide details including results of all higher education examinations or professional certificates passed or to be taken, starting with the most recent | | | | | | | | |
| Educational Establishment | Subject | Year  From To | | | Qualifications Obtained/Expected | | Result/Class of Award | F/time or P/time |
|  |  |  | | |  | |  |  |
|  | | | | | | | | |
| **4. CURRENT EMPLOYMENT HISTORY**  **Work experience in support of proposed application (starting with the most recent)** | | | | | | | | |
| Name and Address of current (or most recent) Employer | | | From | To | | Job title and brief overview of responsibilities including the number of people for whom you are responsible and budgets etc. | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **3. Nabma training**  **Have you attended any Nabma training courses in the last 12 months? Please give details** | | | | | |
| Course |  |  | Venue |  | Date |

|  |
| --- |
| **5. SOURCE OF FUNDING OF PROPOSED APPLICATION** |
| Please note that the fee for the Diploma Programme is:  £1,250 + vat for Nabma members  £2,000 + vat for non Nabma members  *Who is paying your fee?*    YOUR EMPLOYER? (please state details of employer)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    YOURSELF?  OTHER? (please state) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *Nabma prefers that you pay the full fee upon enrolment on the Programme.*  Do you intend to do this? \_\_\_\_\_\_\_\_\_\_\_\_  Or  Would you wish to pay half the fee upon enrolment on the Programme, then the other half in April 2024 in order to spread the cost over two financial years? \_\_\_\_\_\_\_ |
| **Order Number** if available |

|  |
| --- |
| **7. SIGNATURE OF CANDIDATE** |
| I certify that the information I have given is complete and accurate.  I have read the Programme Handbook including the note about false statements and omissions. I give my consent for my personal data to be processed within the terms of the Data Protection Act.  Signed (type your name if sending by email) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date |

*Dear Applicant*

*Should you have any query at all about this form or about the Diploma Programme, please do not hesitate to email me at* [*diploma@nabma.com*](mailto:diploma@nabma.com) *or telephone* ***07756 326 022****.*

*Best wishes*

*Stephen Pickering*