

**PERITUM INSTITUTE**

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| **Online Training Enrollment Form**  **Peritum is an accredited training institution - all online learning qualifies for Seta grants**  **(WSP + ATR)** | | | | |
| **Personal Data:** |
| **Surname** | |  | **Initials** |  |
| **Full Names** | |  | | |
| **Email address** | |  | **Contact number** |  |
| **ID number:** | |  |  |  |

**Training module: Please tick**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Module** | **Duration** | **Cost** | **Vat** | **Total Cost** | **Please tick** |
| The Professional Secretary | 24 hours | R1 700 | R255 | R1 955 |  |
| Creative selling techniques | 23 hours | R1 700 | R255 | R1 955 |  |
| Employee engagement in the workplace | 20 hours | R1 700 | R255 | R1 955 |  |
| Essential skills for supervisors | 20 hours | R1700 | R255 | R1 955 |  |
| The next generation Manager | 31 hours | R2 000 | R300 | R2 300 |  |
| Customer Centric Service | 16 hours | R1 500 | R225 | R1 725 |  |
| The HR Advisor | 29 hours | R2 500 | R375 | R2 875 |  |

**INVOICE DETAILS – the link to the course will be send once full payment has been received**

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| **Organization (if applicable)** |  | | |
| **Postal Address** |  | | |
| **Vat Number (if applicable)** |  | | |
| **Name of responsible officer** |  | | |
| **Designation** |  | | |
| **Telephone number** |  | **E-mail** |  |

***Peritum Banking details:***

***ABSA Branch code: 632005 Account no: 4054315055 Account type: Cheque***

**Terms and conditions:**

* **Two months to complete the learning module**
* **Pass rate of 80%**