

continuing professional development booking form

CPD UCAS and regional professional development sessions

PLEASE COMPLETE ALL THE DETAILS BELOW

Address for correspondence/invoice

Title	Forename	Surname
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Job title		
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Institution		
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Address		
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		Postcode
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UCAS SESSIONS AVAILABLE

Positive and Constructive Feedback to Unsuccessful Applicants	<input type="checkbox"/>	18 September 2008
Disability Discrimination Act in a Recruitment and Admissions Context	<input type="checkbox"/>	16 October 2008
Verification and Fraud	<input type="checkbox"/>	22 October 2008
Data for non-data specialists	<input type="checkbox"/>	28 October 2008
Best Practice when Interviewing	<input type="checkbox"/>	25 November 2008
Qualifications Update	<input type="checkbox"/>	26 November 2008
Data for non-data specialists	<input type="checkbox"/>	27 November 2008
International Issues for non International Staff	<input type="checkbox"/>	10 December 2008
Age Legislation in a Recruitment/Admissions Context	<input type="checkbox"/>	20 January 2009
From Care to Higher Education	<input type="checkbox"/>	21 January 2009
Criminal Convictions, CRB, ISA and Avoiding Discrimination	<input type="checkbox"/>	19 February 2009

REGIONAL SESSIONS AVAILABLE

(Please tick relevant boxes.)

Further information regarding additional regional sessions will follow shortly.

SPECIAL REQUIREMENTS

Do you have any special dietary requirements?

Do you have any specific special access requirements, such as wheelchair access, large print presentations, hearing loops etc?

The charge is **£85.00** per person per session, plus VAT. If 2 or more delegates from the same institution attend the same session on the same day a 10% discount is applied.

I agree that UCAS may invoice my institution for this service at the agreed rates.

Signed _____ Date _____