

EXAMINATION ENROLMENT FORM

NOVEMBER 2016

BOOK YOUR EXAM ENTRY ONLINE www.cips.org/MyCIPS



Please complete this form in full and return to:
CIPS Examinations, PO Box 9186, Adamsway, Mansfield, Nottinghamshire NG18 9DX
Tel: +44 (0) 845 880 1188 Fax No: +44 (0) 845 880 1187 Email: exams@cips.org

PART 1 - ABOUT YOU: PLEASE COMPLETE IN FULL

Name:

Membership No:

Address:

Tel:

Mobile:

Email:

This form should be completed by students wishing to sit their examinations in the countries listed below

ARMENIA	INDONESIA	PARAGUAY
BHUTAN	IVORY COAST	PHILIPPINES
BOLIVIA	KOSOVO	SAO TOME & PRINCIPE
CAMEROON	LAOS	SENEGAL
CAPE VERDE	MAURITANIA	SRI LANKA
CONGO, REP.	MICRONESIA, Fed. Sts.	SUDAN
DJIBOUTI	MOLDOVA	SYRIAN ARAB REPUBLIC
EGYPT	MONGOLIA	TIMOR-LESTE
EL SALVADOR	MOROCCO	UKRAINE
GEORGIA	NICARAGUA	UZBEKISTAN
GUATEMALA	NIGERIA	VIETNAM
GUYANA	PAKISTAN	WEST BANK & GAZA
HONDURAS	PALESTINE	YEMEN
INDIA		

EXAM CENTRE INFORMATION

If you are registered with a study centre who also provide examination facilities, please select this centre as your exam centre. If you are a self-study or distance learning student, choose from any of the centres that are open to all students.

A current list of 'CIPS approved exam centres' can be found at www.cips.org under qualifications, Find an Exam Centre.

In addition to the examination fee payable to CIPS at the point of booking, a supplementary administrative fee will be charged by the examination centre. You are advised to contact the centre before completing a booking for details of this supplementary fee. If you do not pay the required fee, you may not be able to take your exam and you may lose your assessment fee.

The following examination centres accept all students and will not charge a supplementary fee;

Cairo British Council	EGYPT
Abuja British Council	NIGERIA
Lagos British Council	NIGERIA
Port Harcourt British Council	NIGERIA

You must complete an enrolment form for each examination session.

INTERNATIONAL ENTRY CLOSURE: Friday 16th September 2016 **RESULTS PUBLISHED:** Wednesday 1st February 2017

Please note that all Reasonable Adjustment requests **must be submitted with your enrolment form before the Entry Closure date.**

Membership no.

PART 2 - YOUR EXAMINATION CHOICES

Read the CIPS Examination Enrolment Guidance booklet carefully about how to complete this section of the form.

Candidates are required to complete all parts of this form - if a mistake is made we may need to return your form which will result in enrolment delays.

I am currently studying at: (Record self study if you are not registered with a study centre)

I wish to sit my examination(s) at the following exam centre: (Please select two options in case Option 1 is not available)

Option 1 Option 2

Examination subjects: Please put a cross in the box(es) to indicate the examinations that you wish to be entered for.

Certificate in procurement & supply operations

- NC1 Procurement & supply principles
- NC2 Procurement & supply functions
- NC3 Procurement & supply processes
- NC4 Procurement & supply administration
- NC5 Procurement & supply stakeholders

Advanced certificate in procurement & supply operations

- AC1 Procurement & supply environments
- AC2 Procurement & supply operations
- AC3 Procurement & supply workflow
- AC4 Inventory & logistics operations
- AC5 Procurement & supply relationships

Diploma in procurement & supply

- D1 Contexts of procurement & supply
- D2 Business needs in procurement & supply
- D3 Sourcing in procurement & supply
- D4 Negotiating & contracting in procurement & supply
- D5 Managing contracts & relationships in procurement & supply

Advanced diploma in procurement & supply

- AD1 Management in procurement & supply
- AD2 Managing risks in supply chains
- AD3 Improving the competitiveness of supply chains
- AD4 Category management in procurement & supply
- AD5 Sustainability in supply chains
- AD6 Operations management in supply chains

Professional diploma in procurement & supply

- PD1 Leadership in procurement & supply
- PD2 Corporate & business strategy
- PD3 Strategic supply chain management
- PD4 Supply chain diligence
- PD5 Programme & project management
- PD6 Legal aspects in procurement & supply (UK)

PART 3 - SIGNATURE AND DATE

The provision of examination service by CIPS contained in this examination enrolment form is subject to the conditions of entry provided in the CIPS Examination Enrolment Guidance booklet. They can also be found at www.cips.org under Qualifications, Assessments and Enrolment Guidelines.

By returning this form you acknowledge that you have read, understood and accept those conditions, and which include exclusions and limitations of liability on the part of CIPS.

This form must be signed and each section completed.

I agree to the conditions of entry

into the CIPS examination(s). Signed..... Date.....

Certificate fee(s)	£72 per exam	Total £	<input type="text"/>
Diploma fee(s)	£84 per exam	Total £	<input type="text"/>

PART 4 - HOW TO PAY

Please note that your form will not be processed if your payment is not received with this form.

I have enclosed a UK sterling cheque (made payable to CIPS)

Money on CIPS account

Paid by BACS (remittance advice must be enclosed)

Credit Card Debit Card

There is no fee if you pay by debit card. A non-refundable 2% fee will be incurred if you pay by credit card.

MasterCard Visa Amex Maestro

Name of Cardholder

Card Number (16 digits)

Issue Number

Expiry Date / /

Card Security Code