



TUTORSHIP ENROLMENT FORM 2009-2010

Please return one form per student to the ICS Tutorship Office:

Telephone: 020 7623 1111

Fax: 020 7623 8118

Email: tutorship@ics.org.uk

Title:	First Name:	Last Name:
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Job Title:	Company:
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Home Address:

Postcode:

Business Address:

Postcode:

Email 1:	Email2:	Telephone:
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Please indicate the address you would like us to send books and correspondence to - Home: Business:

Please enrol me for the following courses:

Introduction to Shipping	£
Legal Principles in Shipping Business	£
Economics of Sea Transport and International Trade	£
Shipping Business	£
Dry Cargo Chartering	£
Ship Operations and Management	£
Ship Sale and Purchase	£
Tanker Chartering	£
Liner Trades	£
Port Agency	£
Logistics and Multi-modal Transport	£
Port and Terminal Management	£
Shipping Law	£
Marine Insurance	£
Total	

Terms and Conditions

- Tutorship starts when the completed enrolment form is accepted and payment has been received and lasts for 12 months.
- **Tutorship concludes by the date of the final exam in 2010, or upon receipt of your final lesson feedback from your tutor, whichever is sooner.**
- All payments must be made in pounds sterling.
- All course study material is copyright and therefore should only be used by the student to whom it is sent. It may not be shared or copied in whole or in part by any method.
- Tutorship reserves the right to make modifications to the courses (students will be advised of such changes)
- A tutor's feedback does not constitute formal professional advice and should not be construed as such. No liability will be held by any Tutorship tutor or the ICS for any feedback that is misused.

Please be aware that enrolment with Tutorship **does not automatically register you as an ICS student nor enter you for any examinations with the Institute**. The forms for registration and examination entry are available on our website www.ics.org.uk or will be sent to you as part of your Tutorship e-mail welcome pack.

METHODS OF PAYMENT – please tick the appropriate box (all payments to be made in pounds sterling)

Option One I have enclosed a cheque made payable to Tutorship and sent it to:
Tutorship
Institute of Chartered Shipbrokers
85 Gracechurch Street
London
EC3V 0AA
United Kingdom

Option Two I have made the payment by BACS/transfer including my **invoice number** (eg. TUT 195) name and company details in the transmission information and sent a copy of this form to the Tutorship office.
National Westminster Bank plc (Bishopsgate Branch). Sort Code 50 00 00
Account Number 15479323

Option Three Please debit the following account with £ _____

Card type: Visa Mastercard Switch/ Maestro

Card Number:

Expiry Date:

Security Code:

Name (as shown on card)

Billing Address (if different from above)

Please note a 3% bank charge will be levied to card transactions

VAT Registration No: 447 0143 70

VAT ZERO RATED

Tutorship Fees 2009

Cost per subject: £295

Foundation Diploma course: £550

(The Foundation Diploma is made up of Introduction to Shipping and one other Group Two subject)

Advanced Diploma course: £550

(The Advanced Diploma is made up of Shipping Business and one other Group Two subject).

Declaration

I have read and agree to the terms and conditions of enrolment. I understand that enrolment for Tutorship does not automatically register or enter me for the ICS examinations

Signed

Date:

This form is not valid unless signed.