



For Office Use Only

Student ID:

Session:

Receipt: Rs.

Date: Initial

CFP^{CM} Certification Programme
Enrollment Form

Paste Your
Photograph
here

(Please read the instructions carefully before filling up the form)

1. Name: Mr./Ms

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2. Father's Name
Mr.

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3. Date of Birth

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4. Nationality

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5. Marital Status: Single/Married

6. Category

SC	ST	OBC	GEN
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7. Email address:

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8. Correspondence Address:

Locality/Street -----	City-----
State-----	Country-----

Tel. No (with STD Code) -----	Mobile No. -----

Email: -----	

9. Permanent Address:

<p>-----</p> <p>Locality/ Street ----- City-----</p> <p>State----- Country-----PIN Code-----</p> <p>Tel. No (with STD Code) ----- Mobile No. -----</p>
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10. In Case of Emergency Contact:

Name ----- Relation -----

Tel. No. (with STD) ----- Cell No. -----

11. Qualification Details:

Exam/ Degree	Name of Degree/ Diploma	Marks (%)	College/ Institute	Board/ University	Year of Passing
Professional					
Masters/ PG					
Bachelors					
Sr. Secondary					

12. Current Employment Details:

Service Self Employed Not Employed

Company Name: ----- Designation -----

Employed Since -----

Industry: Finance Non Finance

Office Address:

<p>-----</p> <p>City----- State----- Country-----</p> <p>PIN Code----- Tel. No (with STD Code) -----</p>
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13. Work Experience:

Since (Year)	To (Year)	Employer	Department	Designation

14. Delivery Instructions for Course Books/ Study Material. Please deliver:

1. At my Correspondence Address 2. At my Permanent Address
3. Please do not deliver I will collect personally

15. From which source you came to know about CFP^{CM} Programme:

Declaration

I do hereby declare that the above information is complete and correct in all respects and I understand that any misrepresentation or information willfully omitted by me is a sufficient ground for rejection of my application by the institute or termination of my enrollment at any point of time and I will not have any claim against the Institute or any of its authorities. Further I undertake to abide by the rules and regulations of the Institute and to accept the terms and conditions of my admission and teaching at the Institute.

Place:

Date:

Signature

Payment Details

1. Fees Paid Rs.----- in Cash or local Cheque/ Draft No.-----
Dated ----- Bank name -----
(Payment by local Cheques/ Draft Payable at New Delhi. No outstation Cheque/ draft will be accepted).
2. If fees paid under installment, give details of post dated cheques enclosed.
- | Cheque No. | Date | Amount |
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General Instructions And Terms and Conditions

- Our admission process is open round the year
- Candidates are required to enroll with us for pursuing the course.
- All candidates are required to apply to the Institute on the prescribed Application form duly obtained from the Institute.
- All columns of the form should be properly filled in. No column should be left blank and if any column is not applicable NA (Not applicable) should be written there.
- Form must be completed in ink preferably with Ball Point pen. Only blue or black ink should be used.
- The application will apply to both CFP and AFP.
- The Institute reserves the right of accepting or rejecting an application at its sole discretion.
- Once admission is granted the Institute will send intimation to the student immediately along with student Registration/ ID number.
- We have limited number of seats in each batch and depending upon the vacancy in each batch a candidate will be accommodated.
- The candidate under normal circumstances will be completing the programme in one year as per the course details and examination schedule of FPSB. Institute will ensure completion of teaching in all modules accordingly. However the candidate can complete the course on his own in a maximum time frame of seven years, including mandatory work experience.
- Full fees will have to be paid along with the completed application form. The candidates can however opt for deferred payment in installments as and when such scheme is announced by the Institute.
- The fees are inclusive of Service Tax. Any other tax, if payable, as per government rules will have to be borne by the candidate.
- Fees payable are subject to change without notice.
- Fees once paid are non-refundable.
- Registration, Examination fees or any other fee required by the FPSB will have to be paid extra and are not included in fees payable to the Institute.
- Course material will be provided by the Institute and the first course material for the initial module will be dispatched only after the admission of the candidate and realization of fees paid by the candidate. However, registration with FPSB is mandatory before the student starts the course.
- Institute will provide all assistance to the candidate in getting his registration with FPSB.
- Admission can also be sought for short term crash course which would prepare the candidate for the examination for obtaining CFP Certification.
- All the above terms and conditions would apply to such admissions as well, except the fee structure, which will be different and as per Institute's decision from time to time.
- The classes of the Institute will be held at 6, Atma Ram Building, 1 Tolstoy Marg, New Delhi. However, the Institute reserves the right to change the venue, should any such requirement arise, without assigning any reason.
- Institute is non-residential and will not be responsible in any way for the boarding and lodging or transport of the candidates.
- Institute has strict rules on discipline and ethics and any candidate found to be infringing those rules/ guidelines will be removed without any liability on the part of the Institute.