Print Form

CAE® Program Registration Form

CSAE ID: _____

First Name _____ Last Name _____

Title _____ Organization _____

Address _____

City _____ Province _____ Postal Code _____

Telephone _____ Fax _____ E-mail _____

Select Your CAE® Course(s):

- ☐ **CAE 100** Association Leadership, Change, Strategy & Structure
- ☐ **CAE 200** Association Membership Services
- ☐ **CAE 300** Association Operations I (Operations Support)
- ☐ **CAE 400** Association Operations II (Products & Services)
- ☐ **CAE 500** Developments in Association Management

Term Start Dates:

- ☐ FALL September 10, 2012
- ☐ WINTER January 7, 2013
- ☐ SPRING April 22, 2013

Fee:

- ☐ CSAE Member $699
- ☐ Non-member $799

***NOTE:** If this is your first CAE® course, you must pay a non-refundable $100 materials fee.

Please select one of the following tax rates based on your province of residence. (#R1068666890)

Course Fee(s)	$
Materials Fee* (if applicable)	$
Less discount (if applicable)	– $
Add 5% GST (AB, SK, MB, QC, PEI, YT, NT, NU)	$
OR 12% HST (BC)	$
OR 13% HST (ON, NB, NL)	$
OR 15% HST (NS)	$
TOTAL	$

Payment Information:

Payment by: ☐ Visa ☐ MasterCard ☐ American Express ☐ Cheque (payable to CSAE)

Card number: | | | | | | | | | | | | | | | | Expiry date (mm/yy): /

Cardholder's name: Signature: Date:

CAE® Department Policies:

Registration deadline is 10 days before the term start date. Payment must be received prior to the course start date. Participants may cancel and receive a refund minus a $100 administration fee up to 10 days after the course start date. Refunds will not be available more than 10 days into the course. The materials fee is non-refundable. I have read and understand the aforementioned policies.

Signature: Date:

Please return to: Canadian Society of Association Executives
Fax: 416.363.3630 • **Email:** cae@csae.com
Phone: 416.363.3555 x 241 • **Toll Free:** 1.800.461.3608 x 241
Mail: 10 King St. East, Suite 1100, Toronto, ON Canada M5C 1C3

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