

## REGISTRATION FORM

### SCHOOL MANAGEMENT

#### Personal Information

(All fields are required)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

School Name: \_\_\_\_\_

School Location: \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_ Phone 2: \_\_\_\_\_

Email Address: \_\_\_\_\_

#### Date, Time and Location

Check In/Registration: 8:00 am

Training Session: 8:30 am to 4:30 pm

#### Session – Dubai

Tuesday, February 6, 2018 and Wednesday, February 7, 2018

Park Regis Kris Kin Hotel, Sheikh Khalifah Bin Zayed St., Opp Burjuman Centre, Bur Dubai

Please select one:  Both Days  First Day Only

#### Session – Abu Dhabi

Tuesday, February 13, 2018 and Wednesday, February 14, 2018

Yas Island Rotana and Centro Yas Island, Abu Dhabi

Please select one:  Both Days  First Day Only

#### Fees and Cancellation

**Cost:** 1,390 AED until January 23, 2018

1,550 AED after January 23, 2018 (subject to space availability)

For those registering for the First Day only: 765 AED

(All materials included. Lunch and morning/afternoon break refreshments are provided.)

Cancellations received by January 23, 2018 will be subject to a 200 AED fee.

Cancellations received after January 23, 2018 and “No Shows” will be subject to the full registration fee.

All cancellations must be submitted in writing by January 23 via email to [info@totalschoolsolutions.net](mailto:info@totalschoolsolutions.net).

#### Method of Payment

Please deposit/transfer fees to the bank account provided below.

Send a copy of the receipt and the names of attendees to [info@totalschoolsolutions.net](mailto:info@totalschoolsolutions.net)

Abu Dhabi Commercial Bank

Account Name: Total School Solutions

Acct# 10617151124001

IBAN # AE860030010617151124001

Swift Code: ADCBAEAA

*Please bring a laptop computer or another Internet ready device.*

**Your Signature:** \_\_\_\_\_

*I understand and accept the cancellation policy*

Please complete, scan and email this form to [info@totalschoolsolutions.net](mailto:info@totalschoolsolutions.net).