

Registration Form

IAEE Senior Executive Series: Crisis Management and Communication Solutions

15 January & 22 January 2019 9:30 am to 5:00 pm

Personal Particulars

Name in English (IN UPPERCASE LETTER)			
Title	<input type="checkbox"/> Prof. <input type="checkbox"/> Dr. <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss		
Company		Position	
Mobile Phone		Office Telephone	
Email Address			
Correspondence Address			
Contact Person			
Email Address		Telephone	

Registration, Programme Fee and Payment

I would like to register for "IAEE Senior Executive Series: Crisis Management and Communication Solutions"

Part 1: Essential Critical Incident and Crisis Management (15 January 2019, Tue)

Part 2: Essential Crisis and Media Communications (22 January 2019, Tue)

- Enjoy 5% discount for PolyU alumni registrations (present valid alumni card/ relevant proof) OR
- Enjoy 10% discount for registrations of both workshops OR
- Enjoy 10% discount for registrations of any two of the IAEE Senior Executive Series programmes[^]

- HK\$6,000 per participant per workshop
- HK\$6,000 per participant per workshop
- HK\$5,700 per participant per workshop
- HK\$10,800 per participant
- HK\$5,400 per participant per workshop

* Each discount above cannot be used in conjunction with other discount offers.

[^] Registration and payment for each of the two programmes shall be completed individually. Total: HK\$

--	--

IAEE will contact you for further arrangements if this option is selected.

Please submit your completed registration form with cheque payable to "The Hong Kong Polytechnic University" by post addressed to Institute of Advanced Executive Education (IAEE), Room QR702, 7/F, Core R, The Hong Kong Polytechnic University, Hung Hom, Kowloon

Notes

1. Applicants will receive confirmation email three working days before the event. Please bring along the confirmation email for admission purpose. If you do not hear from us, please contact IAEE on 3400 8476.
2. Registration is on first-come-first-served basis.
3. No refund will be made after registration is processed. You may nominate a substitute to attend the event should you be unable to attend. Such request must be written to IAEE at least three working days prior to the event.
4. Programmes that do not meet the minimum enrolment number will be cancelled. Full refunds will be issued.
5. Programmes will be cancelled in the event of typhoon signal no.8 or above or if a black rainstorm signal is hoisted.
6. IAEE reserves the right to change the date, venue, speaker or to cancel the event due to unforeseen circumstances.
7. Personal data provided in this form will be used for processing your application for admission, registration, administration, alumni management, research, statistical and marketing purposes. In all circumstances the data will be treated in strict confidence. To keep you updated with forthcoming programs offered, IAEE would like to continue using the personal information you have already provided and send you information of our forthcoming programs and special events as well as other related information. If you prefer not to receive our communications, please send an email to iaee.enquiry@polyu.edu.hk.

Declaration

- I hereby declare that all information provided in this registration form is accurate and complete. I acknowledge that this information will be used in the admission decision process and that any misrepresentation will disqualify my application for admission and enrolment.
- I agree to observe the Cancellation Policy and the Statement on Collection of Personal Data as stated in the "Notes" above.

Applicant's Signature:	Date:
------------------------	-------

For enquiries and corporate sponsorship, please contact

Institute of Advanced Executive Education

Address: Room QR702, 7/F, Core R, The Hong Kong Polytechnic University, Hung Hom, Kowloon

Tel: (852) 3400 8476 | Email: iaee.enquiry@polyu.edu.hk