



### Application form 2011/2012

With this form you can apply for Energy Delta Institute's Executive Master of Finance and Control for the Energy Industry (EMFC-EI). The form can be returned by fax or scanned by e-mail (see details at end of form).

- Executive Master of Finance & Control for the Energy Industry** €39,500

Start: Spring 2011

**Scheduled sessions:**

Session 1 04 April – 15 April/2011

Session 2 05 September – 16 September 2011

Session 3 21 November - 02 December 2011

Session 4 19 March - 30 March 2012

Session 5 03 September – 14 September 2012

Price is excl. VAT literature, deficiency week, travel costs and accommodation costs

**Applicant**

Name Mr / Mrs .....

Title .....

First Name .....

Date of birth .....

Position .....

Company .....

**Job description**

.....  
.....

**Business Address**

Address/P.O. Box .....

Postal Code .....

City .....

Country .....

Phone ..... Fax .....

Mobile Phone .....

E-mail .....

**Home Address**

Address .....

Postal Code .....

City .....

Country .....

Phone .....

E-mail .....



**How did you find the Energy Delta Institute?**

- Mailing
- Colleague
- Advertisement
- Other .....
- E-mail
- Internet search engines
- Conference

**Why did you choose to attend this programme?**

- Content of the programme
- Reputation of the lecturer(s)
- Price
- Other .....
- Location
- Reputation of EDI

**Documents attached**

- Recent photo
- Copy of your latest Master Degree diploma
- Curriculum Vitae

**Signature Applicant**

Date .....

Location .....

Signature .....

**Payment of the programme fee will be made by**

Company .....

VAT number .....

Department .....

Name .....

Address/ P.O. Box .....

Postal Code .....

City .....

Country .....

Phone ..... Fax .....



### Hotel arrangements

For the purposes of arranging your accommodation during the EMFC-EI sessions, hotel arrangements will be made by EDI. To guarantee your reservation, we require your credit card details.

Name participant .....

Hotel room  yes  no

Date of arrival ...../...../.....

Date of departure ...../...../.....

Credit card  AMEX  DINERS  EUROCARD/ MASTERCARD  VISA

Name cardholder .....

Credit card number .....

Expiration date ...../...../.....

### Authorisation

We agree to allow the employee concerned (if admitted) to participate in the above-mentioned programme. We agree with the cancellation policy mentioned on page 4.

Company .....

Name Mr / Mrs ..... Title .....

Telephone .....

E-Mail .....

Function .....

### Signature Employer

Date .....

Location .....

Signature .....

Energy Delta Institute B.V.	T +31 (0) 50 524 83 00
Laan Corpus den Hoorn 300	F +31 (0) 50 524 83 01
9728 JT Groningen	E info@energydelta.nl
The Netherlands	I www.energydelta.org

Please send this form to Energy Delta Institute B.V., P.O. Box 11073, 9700 CB Groningen, The Netherlands, e-mail: info@energydelta.nl, or fax: +31 50 524 83 01.



### **Cancellation Policy**

Once the applicant is admitted to the programme, the sponsoring organisation becomes liable for the programme fee. The following conditions apply:

#### **Art. 1: Conditions of Payment**

1. Energy Delta Institute B.V will invoice the organisation. Full payment of the course fee to Energy Delta Institute B.V. has to be made within 14 days after Energy Delta Institute B.V. has sent an invoice to the relevant party.
2. In case of arrears in payment, Energy Delta Institute B.V. is entitled to deny the applicant access to the training course for as long as the payment has not been received. Energy Delta Institute B.V. is also entitled to terminate the relation with the applicant in case payment is not received.

#### **Art. 2: Withdrawal**

1. In case of withdrawal from the programme, the fee is refunded as follows:
  - Cancellation at least 60 days before the start of the programme: 75% refund.
  - Cancellation between 30-59 days before the start of the programme: 25% refund.
  - Cancellation less than 30 days before the start of the programme: no refund.
2. All withdrawals from the programme must be sent by registered post.

#### **Art. 3: Cancellation**

Energy Delta Institute B.V. reserves the right to cancel the programme or change the dates of the programme in case of unforeseen circumstances.

#### **Art. 4: Examinations**

The criteria that have to be met in order to obtain a diploma of the University of Groningen will be formulated. These criteria may comprise the following items:

- Course attendance
- Assessment of knowledge
- Degree of commitment to and participation in the training
- Working papers
- Practical assignments
- Progress appraisal discussions or final interview

The assessment criteria will be announced before the start of the course. The assurance of quality in general remains the responsibility of the Energy Delta Institute B.V. Board.

#### **Art. 5: Copyright and ownership of study material**

After the course has been completed, the ownership of the course material is passed on to the student. Energy Delta Institute B.V. owns the copyrights of the course material compiled for and supplied to the students. This course material cannot be purchased in retail trading establishments and is exclusively intended for participants in the Energy Delta Institute B.V. courses. With the exception of instances specified by law, no part of this study material may be copied and/or made public without written permission from Energy Delta Institute B.V.

#### **Art. 6: Appropriateness of these conditions**

By signing the application form, the applicant confirms that he or she knows and accepts these conditions. Alterations and/or supplements are only possible when put down in writing.