



NOTES & PAYMENT DETAILS

- 1. STUDENT MEMBERSHIP & ICAEW FACULTY MEMBERSHIP:** For details of the benefits of student membership please visit [cisi.org/mgrade](https://www.cisi.org/mgrade). For details of ICAEW Faculty membership please visit www.icaew.com/cf.
- 2. CHANGE OF NAME:** If you have changed your name since your last exam please send us a copy of the relevant documentation, eg, marriage certificate, marked for the attention of the Data Integrity Executive. Failure to submit the relevant documentation may result in refusal of entry to an exam or incorrect exam certificate being provided.
- 3. TRANSFER AND WITHDRAWAL POLICY:** Before booking your exam place, please read the Transfers, Withdrawals, Resits & Late Entries policy at [cisi.org/exampolicies](https://www.cisi.org/exampolicies)
- 4. CANDIDATE NUMBER:** If you have previously taken CISI exams please insert your candidate number if known. Otherwise, leave blank.
- 5. WRITTEN EXAMS:** Examinations for the Diploma in Corporate Finance can take place in various locations across the UK and internationally.
- 6. EXAM FEES: VAT is not applicable.** If this form is more than 12 months old (see issue date on front, in bottom left hand corner), it is advisable to telephone or consult the website to check that the fees are current. Payment can be made by American Express, Delta, Eurocard, MasterCard, Visa Debit and Visa. Please complete the details below.
- 7. CHANGE OF ADDRESS:** Please notify of any address change promptly.
- 8. SPECIAL NEEDS:** Candidates with special needs should notify the CISI at the time of booking their exam where possible and no later than 28 days prior to the exam date to allow appropriate arrangements to be made. All requests for extra time must be supported by an original of the medical/educational psychologist's report at the time of lodging this registration.
- 9. REGULATIONS:** These can be viewed at [cisi.org/exampolicies](https://www.cisi.org/exampolicies), then select Exam Regulations. You will be sent a link to the exam regulations with your exam entry acknowledgement.

PAYMENT: Please fill out the appropriate information

Account Firms: ☐ Please invoice. Invoice recipient name: _____ Job title: _____

Payment by cheque: Cheques should be made payable to 'Chartered Institute for Securities & Investment' and crossed 'Account Payee only'. ☐ Cheque attached

Payment by Card: I wish to pay by: ***American Express/Delta/Eurocard/MasterCard/Maestro/Visa** *Delete as applicable

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Signature: _____

DECLARATION:

I agree to be bound by the CISI exam regulations (Note 9) and the terms and notes specified in this entry form. The Institute reserves the right to publish exam results. Results will be available to the FCA or other regulator. As this programme is run in conjunction with the ICAEW, I understand that my personal data, including my exam results for the Diploma in Corporate Finance, will be shared between the CISI and the ICAEW for the duration of this programme.

Candidate's signature: _____ Date: _____

Unsigned forms and forms signed on behalf of candidates are NOT accepted.

Office use only :

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Please send both pages of this form to:

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