EdiTC EDUCATION & INFORMATION TECHNOLOGY CENTRE

Registration Form

Seminar Code: ED25A06 —Title: Analyzing Data Using PowerPivot and Data Analysis Expression in Excel Start Date: 19/05/2025

A. Organization's details (if applicable)					
Company/Organization:		Size:	☐Small	☐Medium	☐Large
Economic Activity:		Telephone:		Fax:	
Address:		Postal Code:			
Person responsible for the registration:		Email:			
		Direct Telephone:			

B. Participant's details (1)					
☐Mr ☐Ms	Name		Surname		
Title/ Job Position:			Email:		
Job description:			Telephone/Mobile:	Fax:	
Reasons for participating in the seminar:					
Please fill this section if there are special requests for the lunch provided (only in the case that lunch is included) ☐Fasting ☐Vegetarian ☐Vegan					

C. Participation Cost

PARTICIPATION IN THE SEMINAR IS PREPAID (at least three days before the start of the seminar)

Please invoice ☐The participant ☐The company Credit Customer Number (if applicable):

☐ For participants entitled the Human Resource Development Authority (HRDA) € 230

☐ For participants **not entitled** the Human Resource Development Authority (HRDA) € 650

Cheques must be issued to **EDITC Ltd** and payment can be made directly through deposit to the account of the company

Account Name: EDITC LTD
IBAN:CY19 0050 0115 0001 1501 0686 9601
Account Number: 115-01-068696-01
SWIFT/BIC:HEBACY2N

D. Terms and conditions for participation on EDITC seminars

1. The company accepts registrations for participation in the seminars at least 5 working days prior to the start of the seminar. EDITC does not commit to accept any registrations received in less than 5 working days before the start of the training program.
2. Written cancellations received 5 working days before the start of the training program are accepted and in the case where a payment has been made by the client, the full amount is reimbursed to the client. Cancellations that do not meet the above term are invoiced. The client may replace the participants) provided that they meet the criteria for participation on this program.
3. The company has the right to cancel or postpone a training program up to one day before the start date of the program. All prepayments are returned to clients.
4. All registrations are strictly prepaid except credit customers. EDITC will not allow the entry of participants in the class unless their financial obligations have been settled.
5. EDITC will inform the client upon receipt of the application form. Written confirmation for the implementation of the training program will be sent within 3-5 days before the start date of the seminar. In exceptional cases written confirmation may be sent one day before the start of the program. **Participants are encouraged to contact the company in case they did not receive the confirmation.**
6. Participants with less than 75% attendance cannot be subsidized by the HRDA and in this case the participants (or their company) will have to pay the amount of the subsidy (in addition to their own payment amount).
7. In case of subsidized programs by the HRDA all the required forms of HRDA must be sent to EDITC before the start of the training program. EDITC will not allow the entry of participants in the class unless the HRDA forms have been submitted to EDITC.
8. Certificates of participation will be given to participants after the completion of the course provided that their financial obligations and obligations regarding HRDA forms are settled. Otherwise certificates will be mailed as soon as the above obligations are settled.

☐**We agree with the above terms and conditions**

Signature: Date:

Stamp (in case of company):

EdiTC EDUCATION & INFORMATION TECHNOLOGY CENTRE

Registration Form

B. Participant's Details (2)						
☐Mr ☐Ms	Name		Surname			
Title/ Job Position:			Email:			
Job description:			Telephone/Mobile:		Fax:	
Reasons for participating on the seminar:						
Please fill this section if there are special requests for the lunch provided (only in the case that lunch is included) ☐Fasting ☐Vegetarian ☐Vegan						

B. Participant's Details (3)						
☐Mr ☐Ms	Name		Surname			
Title/ Job Position:			Email:			
Job description:			Telephone/Mobile:		Fax:	
Reasons for participating on the seminar:						
Please fill this section if there are special requests for the lunch provided (only in the case that lunch is included) ☐Fasting ☐Vegetarian ☐Vegan						

B. Participant's Details (4)						
☐Mr ☐Ms	Name		Surname			
Title/ Job Position:			Email:			
Job description:			Telephone/Mobile:		Fax:	
Reasons for participating on the seminar:						
Please fill this section if there are special requests for the lunch provided (only in the case that lunch is included) ☐Fasting ☐Vegetarian ☐Vegan						

B. Participant's Details (5)						
☐Mr ☐Ms	Name		Surname			
Title/ Job Position:			Email:			
Job description:			Telephone/Mobile:		Fax:	
Reasons for participating on the seminar:						
Please fill this section if there are special requests for the lunch provided (only in the case that lunch is included) ☐Fasting ☐Vegetarian ☐Vegan						

☐**We agree with the above terms and conditions**

Signature: Date:

Stamp (in case of company):