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**Vzdělávací centrum MKM - WSET® Level 1/ Level 2 Award - Booking Form**

Please ensure that you read the booking conditions and complete all sections on the booking form where applicable. Email the completed form to: Info@mkm.cz

**SECTION 1 - YOUR DETAILS**

First Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Surname\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postal Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Do you have any special learning requirements?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you studied WSET courses before?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Your details may be used by us to keep you informed of the course on which you have registered.*

*We never pass our customer’s details to other parties.*

*We send information by email, so please ensure you have entered your email address.*

SECTION 2 - THE COURSE

I wish to apply for a place on the following course - please tick the chosen course:

WSET® Level 1 Award in Wines\_\_\_\_\_\_\_\_\_\_\_\_\_

WSET® Level 2 Award in Wines and Spirits\_\_\_\_\_\_\_\_\_\_\_\_\_

**NB: Study materials and examination fees are INCLUDED in course fees.**

Course Start Date: ……………………………………...

**NB: Please read these before enrolling on the relevant course:** <http://www.wsetglobal.com/qualifications/default.asp>

SECTION 3 - BOOKING CONDITIONS

Full payment must accompany the booking form and places will only be confirmed once payment is received.

Bookings will only be accepted on valid forms with signed/agreed student declaration.

Cancellations of confirmed places are accepted up to 15 working days prior to the start of the course. An administration fee of 1.000 CZK will be deducted and the remainder of the course fee paid refunded to the payee.

Cancellations and transfer requests made within 15 working days before the examination date will incur the admin fee 1.000 CZK and cost of study materials and examination paper which will have been ordered via WSET Awards.

If a confirmed course booking is cancelled at any time after the start of the course, no refund or transfer of the course fees will be made.

Examination dates are fixed to the course onto which you book.

Course fees will be refunded in full if Vzdělávací centrum MKM changes a course date or cancels a course. Notification will be made no less than 10 working days prior to the planned start date of the course.

SECTION 4 - MARKETING INFORMATION

Please state how you came to hear about MKM courses\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SECTION 5 - STUDENTS DECLARATION

I have read and understood the policy on cancellations, refunds and transfers above. I understand that all courses are subject to minimum numbers and Vzdělávací centrum MKM reserves the right to reschedule, cancel, close or combine courses if necessary. I understand that I am required to present authorised photographic identification at all examinations and may be refused entry to an examination if not produced.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Vzdělávací centrum MKM s.r.o.***  *Email:* *info@mkm.cz*

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