



2021 Basic Brokers Preparation DIGITAL Course Application (Working Under Supervision)

Please select which course you are interested in attending:

- February 8 - February 19, 2021:** Monday – Friday 9:00 a.m. – 4:00 p.m.
Application deadline: March 6, 2021 (Applications received after are subject to a late registration fee of \$125.00)
- May 31 - June 11, 2021:** Monday – Friday 9:00 a.m. – 4:00 p.m.
Application deadline: June 12, 2021 ((Applications received after are subject to a late registration fee of \$125.00)
- September 27 - October 8, 2021:** Monday – Friday 9:00 a.m. – 4:00 p.m.
Application deadline: October 16, 2021 (Applications received after are subject to a late registration fee of \$125.00)
- November 29 - December 10, 2021:** Monday – Friday 9:00 a.m. – 4:00 p.m.
Application deadline: December 18, 2021 (Applications received after are subject to a late fee of \$125.00)

Registration Policy

REGISTRATION

To register for a course, a completed registration form must be received, with payment in full (to IBAH) prior to the start date. We accept certified cheque, money order or via our online registration MasterCard, VISA, American Express and PayPal payment. Courses are filled on a first come, first served basis.

DEADLINES

The cut off for registration is ten (10) business days prior to the start date. Late registrants may be accepted space permitting; however, enrollment may be subject to a late registration fee.

TRANSFERS

Transfers from one program to another or from one individual to another are permitted but there is a transfer fee of \$75.00 depending on the circumstances.

CANCELLATION

Written notice (email accepted) must be received prior to the start of the date. A refund is granted when IBAH receives notice more than fourteen (14) business days prior to the start date; however, there is a \$125.00 processing fee. No refunds are granted on or after the start date. Penalty for insufficient notice are at the discretion of IBAH.

TEXTBOOKS

Once textbooks have been received, they are non-refundable.

FEES

Licencing and RIBO accredited programs are tax exempt. Fees are subject to change without prior notice.

NSF & BANKING FEES

All bank charges incurred are the applicant's responsibility.

Note: it's the student's responsibility to become familiar with the Registration Policy prior to enrollment. Please keep a copy of registration information for your records.

Registrant Information

Surname Name:

First Name:

Title:

Mr. Mrs. Miss Ms.

Date of Birth (YYYY/MM/DD):

Email Address:

Telephone No.:

Address:

RIBO Licencing Course



Course Fees	
IBAO Member Course Fee: <u>\$835.00</u>	✓ Includes textbook and tuition
Non-IBAO Member Course Fee: <u>\$885.00</u>	✓ Includes textbook and tuition
Late Registration Fee: <u>\$125.00</u>	✓ Applications received after deadline will be subject
PAYMENT OPTIONS	<input type="checkbox"/> Online (Online payment here) <input type="checkbox"/> Certified Cheque
<ul style="list-style-type: none">✓ Please make certified Cheques payable to: Insurance Brokers Association of Hamilton✓ Only personal cheques must be certified✓ Mail certified cheque/money order & application to: Insurance Brokers Association of Hamilton c/o Youngs Insurance Brokers Inc. 95 Hamilton St. North Waterdown, Ontario L0R 2H0	

Authorization	
I am an employee of a member of the IBAO: <input type="checkbox"/> YES <input type="checkbox"/> NO	
<i>I confirm that the above applicant is an employee of the employer named below or will be so employed by the commencement of this course.</i>	
Name of Employer:	Signed (Principal Broker):