



Please Check One:	Term One (2012)*	Term Two (2012/13)*
DISCOUNT RATE (save 10% on standard rate)	Until November 30, 2011	Until July 9, 2012
<input type="checkbox"/> ICA MEMBER – Employee	\$2,870 (+HST/GST)	\$2,870 (+HST/GST)
<input type="checkbox"/> CLUB RATE – ACE Member	\$3,347 (+HST/GST)	\$3,347 (+HST/GST)
<input type="checkbox"/> Non-Member	\$3,825 (+HST/GST)	\$3,825 (+HST/GST)
STANDARD RATE (plus HST)	After November 30, 2011	After July 9, 2012
<input type="checkbox"/> ICA MEMBER – Employee	\$3,190 (+HST/GST)	\$3,190 (+HST/GST)
<input type="checkbox"/> CLUB RATE – ACE Member	\$3,720 (+HST/GST)	\$3,720 (+HST/GST)
<input type="checkbox"/> Non-Member	\$4,250 (+HST/GST)	\$4,250 (+HST/GST)
FULL Tuition Payment Due	February 13, 2012	September 10, 2012

**Installment payment plan options available*

*Applicable taxes based on Province of residence
GST/HST Registration #R107508509*

CAAP 2012/13 TERM ONE – REGISTRATION INFORMATION

Early Bird Deadline: Nov. 30, 2011 Tuition Deadline: February 13, 2012

A non-refundable deposit of \$500 is required with registration

Full Term Length: Feb. 24, 2012 – June 10, 2012

Participant Information

Name _____

Position _____ Organization _____

ICA Member Club Rate (ACE Member) Non-member

Mailing Address _____

City _____ Postal Code _____

Office Phone _____ Ext. _____ Home Phone _____

Email (primary contact address) _____

Payment Information

Please indicate your preferred method of payment:

Visa MasterCard American Express Cheque (payable to ICA) Invoice my company

Amount of payment _____ (Please include HST)

Cardholder's name _____ Card Number _____ Expiry _____

Name of invoice recipient, if other than course registrant _____

Email of invoice recipient _____

PROGRAM CONTENT POLICY: Fees, dates and/or course content are subject to change from previously published information at any time. ICA reserves the right to cancel this program should enrolment levels fall short of guidelines. PAYMENT POLICY: A deposit of \$500 is due with the Term One registration. The deposit is non-refundable, unless the program is cancelled by ICA. Term One tuition is due no later than February 13, 2012. REFUND POLICY: To receive standard refund, notification of enrolment cancellation must be received in writing no later than February 13, 2012. The non-refundable deposit of \$500 will be deducted to meet administrative costs and any remaining balance will be refunded. After February 13, 2012 and up to March 26, 2012, only 50% of tuition (less the non-refundable deposit) is eligible for a refund. After March 26, 2012, no refunds will be given. All refund requests must be received in writing. PRIVACY POLICY: The ICA will only use your information to complete this transaction, to administer your education program and to announce information relevant to the courses in which you are enrolled. We do not share, rent or sell personal information to anyone. From time to time, the ICA may notify you about other education offerings – if you do NOT wish to be contacted for promotional purposes, please check here:

To Register:

FAX: (416) 482-1856 or EMAIL (scans accepted): sfiliatrault@icacanada.ca

Mail (including cheque payments): ICA, 2300 Yonge St., Ste. 3002, Box 2350, Toronto, ON, M4P 1E4

For More Information: Please contact Suzanne Filiatrault, Director, Professional Development at (416) 482-1396 ext. 227 or sfiliatrault@icacanada.ca