

Registration form University FINANCIALS

19.09.2011



SAP BELGIUM sa/nv
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 Olympiadelaan 2
 Bruxelles 1140 Brussel
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 or E-mail education.belgium@sap.com

bookingscode WBETFI

CONFIRMATION FROM THE CUSTOMER

Correspondence Data	Address for invoicing, (if different from Correspondence Address)
Company Name:	
Street :	
Postal Code / City	
Tel. :	
Fax :	
Contact person :	
E-mail	
VAT :	
Customer number :	

SAP ERP FINANCIALS UNIVERSITY			
Courses	Start date	Number of days	level
TERP10	19/09/2011	10	3
C_TSMI310_06	Certification test		
Condensed SAP Financial Accounting training		10	3
Location :	Avenue des Olympiades 2 Olympiadelaan - 1140 BRUSSELS		
Participants:			
First name	Last name	E-mail	
Course price:	Euro 6 740/pp / excl VAT (*)		Class size min 16 participants

Date :

Name :

Signature :

SAP Universities General Conditions

This agreement is an addendum to the **General Terms of Conditions of SAP Education BeLux** (<http://www.sap.com/belux/services/education/conditions/index.epx>)

Course registration:

Please send your registration form as early as possible. Past experience shows that you should register at least 15 working days before the course starts. If the requested University is fully booked, an alternative date, when possible, will be suggested. Alternative courses will be charged at the standard course fees

For all registrations to the Universities use the special registration form. For administrative reasons, we cannot accept any course registration by telephone or by e-mail or without pre-payment.

A min. of 10 participants is required for the Universities. SAP Education will decide 3 weeks before start of the University if the University will take place. You'll receive a written confirmation of the registration at that moment. Each individual who subscribes can only enroll for the complete program. SAP Education won't accept to split the program or to enroll 2 persons to a part of the University.

Payment of cancellation and rescheduling charges

All cancellation and rescheduling fees will be charged to the customer via SAP Preferred Cards or approved purchase orders consistent with the payment method provided by the customer at the time of registering for or scheduling the training event. Cancellation charges will be applied to the SAP Preferred Card without premium.

Should you be unable to attend a course you are registered to, please inform SAP BeLux as soon as possible. All cancellations must be done in writing. SAP Universities can be cancelled or rescheduled free of charge by contacting education.belgium@sap.com **4 weeks before the start of the University.**

If a cancellation is not in time, you have to pay the full amount of the course. As an alternative, you may transfer your registration to a colleague without extra costs, but SAP BeLux must be informed about it in writing and in advance.

If, for any exceptional reason, SAP BeLux has to cancel a course, the course participants will be informed individually and as soon as possible. No claims for compensation can be accepted other than the refund of the course fee.

Certification:

At the end of the University you get the chance to get SAP certificated. The date of the certification is lay down and can't be changed. If the participant won't pass, SAP Education Belux offers a second chance for 50% of the certification fees to get certified on the planned certification dates. The participant has to reschedule for the test 2 weeks before the start.