|  |  |
| --- | --- |
| IFOA_logo_ | **CERA Seminar****Application form****Applications and payment must be received by the closing date shown below** |

|  |
| --- |
| *Please complete this form and return it with payment to:* *CERA Seminar - Member Services Team, The Institute and Faculty of Actuaries, 1st floor, Belsyre Court, 57 Woodstock Road, Oxford OX2 6HJ, UK**Tel: +44 (0) 1865 268 207 Email:* *memberservices@actuaries.org.uk* |
| **Personal details** |
| **Name (BLOCK CAPITALS)** |  | **ARN** |  |
| **Company name** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Seminar date (beginning)\*** | **Closing date for applications** | **Location** | **1st choice** | **2nd choice** |
| 19 February 2024 | 12 February 2024 | Online |  |  |
| 10 June 2024 | 3 June 2024 | Online |  |  |
| 30 September 2024 | 23 September 2024 | Online |  |  |
| 25 November 2024 | 18 November 2024 | Online |  |  |

\*The date in the table above is when delegates will get access to the pre-seminar work. Full information can be found on our website: <https://actuaries.org.uk/qualify/curriculum/enterprise-and-risk-management/cera-seminar/>

|  |
| --- |
| **There are 18 places available on each seminar, which are allocated on a first come first served basis** |
|  |
| **Additional requirements and access arrangements (as applicable)** |
| **Special dietary requirements** | **No** [ ]  | **Yes** [ ]  **Give details:**  |
| **Wheelchair access etc?** | **No** [ ]  | **Yes** [ ]  |
| **Other arrangements (please specify)** |  |
|  |
| **See next pages for payment details**Payment must be sent with the application form. Failure to do so may result in delegates not obtaining a place on the seminar. |

|  |
| --- |
| **Payment details**  |
| [ ]  | **Bank transfer** | **£450.00 or £270.00 (reduced rate)** | A remittance advice MUST accompany this form as proof of your payment. |
| **Account name**  | Institute and Faculty of Actuaries | **IBAN** | GB98NWBK56002008671990 |
| **Account number** | 08671990 | **Bank name** | National Westminster Bank PLC |
| **Sort code** | 56-00-20 | **Bank address** | Holborn Circus BranchPO Box No 204No.1 Hatton GardenLondon, EC19 1DU |
| **SWIFT** | NWBKGB2L |
| **Please use Bank transfer payment reference: CERA and then delegate’s ARN, e.g. CERA-9000019** |
|  |
| [ ]  | **Cheque** | **£450.00 or £270.00 (reduced rate)** | Cheques must be made payable to: Institute and Faculty of Actuaries **Post dated cheques will not be accepted** |
|  |
| **Visa, Mastercard or Amex** |
| **If you wish to pay by card, please login to your account on the website and book your seminar place. Follow the link to ‘Practical exam booking’, and scroll to the bottom of the page.**DO NOT return this form to pay by card.If you experience any problems with the online booking system, please telephone the Member Services Team on +44 (0)1865 268207, and they will be able to process your booking. |

|  |
| --- |
| **Office use only** |
| Date received |  | Chq no/ payment reference |  |
| Date payment taken |  | Event date |  |
| Batch number |  |  |  |