

CPD Seminars

The **Isle of Man International Business School** (The IBS) on behalf of the **Chartered Management Institute** has introduced an **exciting new programme of CPD seminars**. The IBS aims to provide a rolling programme of interesting and motivating topics which will contribute towards the CPD requirements of CMI members and members of other professional bodies.

The seminars will take place during lunch times at a cost of **£15 per person**. A buffet lunch will be provided between 12.30pm and 1.00pm with the seminars starting promptly at 1.00pm and finishing at 2.00pm.

Please find below the programme for the next four months:

Topic	Lecturer	First date	Repeated on
Product Launch Conister Trust's Pioneering Pre-Paid Cards	Paul Kilduff E-Banking Manager Conister Trust Plc	15 th May	24 th May
Managing Customer Relationships	Heather Smallwood Chartered Marketing Consultant	19 th June	26 th June
Managing Projects The Key Elements of Successful Projects and an Introduction to the PRINCE2 Methodology	Peter Ginty Head of IBS Consulting	17 th July	25 th July
Leading Change Proven Techniques to Help You Implement Lasting Changes	Peter Ginty Head of IBS Consulting	18 th Sept	27 th Sept

These seminars are **not restricted** to CMI members and numbers are limited.

We therefore encourage you to book your place as soon as possible.

Please call The IBS on **693709** or email enquiries@ibs.ac.im to request a Registration Form.

All future seminars will be notified via email and on the website www.ibs.ac.im/cpd

Payment will be by invoice so you must supply your invoice details at the time of reserving your place.

Cheques (made payable to Isle of Man Government) can be accepted, although these must be posted or delivered in advance. No payment will be accepted on the day. Only delegates who have pre-booked, paid or supplied invoice details will receive a CPD Certificate.



Isle of Man
International Business School

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The Business School is continually looking for speakers to help make our CPD programme a success. If you are interested in making a presentation, please contact Gemma Webb on **693705** or email g.webb@ibs.ac.im





Registration Form

for CPD Seminars

Please complete this form if you would like to attend a CPD seminar at the Isle of Man International Business School. The seminars are open to anyone to attend but places are limited. We therefore encourage you to book your place as soon as possible.

Details of all future seminars will available on the website www.ibs.ac.im/cpd Alternatively, if you would like to be invited to future CPD seminars by email, please provide your email address and tick the box in section two below.

All seminars cost £15 per person. Payment by cheque can be accepted, although this must be posted or delivered with this registration form in advance of the seminar. No payment will be accepted on the day. Only delegates who have pre-booked their place and pre-paid or supplied invoice details will receive a CPD Certificate.

Data Protection

The Isle of Man International Business School is registered as a Data Controller with the office of the Isle of Man Data Protection Registrar, as required under the Data Protection Act 2002. We will only process data in accordance with this Act for the purposes notified to the Supervisor.

Please complete this Registration Form clearly in **BLOCK CAPITALS**.

1. The Seminar

Date _____ Topic _____

How did you learn about this seminar? _____

Why do you wish to attend this seminar? _____

2. Your Contact Details

Full Name _____

Male Female

Organisation _____

Job Title _____

Daytime Telephone _____

Email _____

Tick this box if you would like to be invited to future CPD seminars by email.
 Tick this box if you would like to receive the newsletter of The IBS by email.

3. Special Needs or Support
Please tick and provide further details as appropriate

Dietary restrictions

Medical conditions eg. allergies, epilepsy, diabetes

Learning needs eg. dyslexia

Physical disabilities

Other Please provide details:

4. Emergency Contact(s)

Name(s) _____

Relationship to You _____

Telephone(s) _____

5. Payment Details

Please find enclosed a cheque for £15
Cheques should be made payable to Isle of Man Government

Please send an invoice for £15, to:

Name _____

Job Title _____

Organisation _____

Address _____

Postcode _____ Reference _____

6. Declaration

I understand that by registering for this seminar, my payment/invoice will not be refunded/cancelled (unless the seminar is cancelled).
I declare that the information given on this form is correct.

Signature _____ Date _____

FOR OFFICIAL USE ONLY

Please return completed registration forms to:

Enquiries and Admissions Team, Isle of Man International Business School,
The Nunnery, Old Castletown Road, Douglas, Isle of Man, IM2 1QB

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