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# Evaluation of Science and Innovation Policies 2023

**COURSE REGISTRATION FORM**

This course will take place on Monday 15th - Friday 19th May 2023, organised by Manchester Institute of Innovation Research, at the Alliance Manchester Business School, The University of Manchester, UK.

**I wish to register for the above course in Manchester** (Please print clearly):

**PERSONAL DETAILS:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Surname: |  | | | | |
| First name: |  | | | Title: |  |
| Job Title: |  | | | | |
| Organisation/Company: |  | | | | |
| Mailing address: |  | | | | |
| Country: |  | E-mail: |  | | |
| Company details: | SME Y/N Commercial Y/N Non-Commercial Y/N | | | | |
| I consent to my email address being shared with course participants and teaching staff. (Delete as appropriate): | | | | | Yes or No |
| I consent to my photograph being shared with course participants and teaching staff. (Delete as appropriate): | | | | | Yes or No |

**LEVEL OF EXPERIENCE:**

|  |  |
| --- | --- |
| **What level of experience do you have with the course topic?** | Beginner or low-level experience or high-level experience. (Delete as appropriate) |
| **Please provide any additional comments in support of your registration here:** | |

**METHOD OF PAYMENT:**

(Please indicate your preferred method of payment from the below options)

|  |  |
| --- | --- |
| **Invoice** | If an invoice is required and you have not been invoiced previously either a personal or a company credit form application will need to be completed. |
| **Bank Transfer** | The University of Manchester will provide bank details and a reference in order to make the transfer and a receipt will be issued (if requested). |
| **ADDITIONAL INFORMATION:**  The course fee is £2,500 GBP, which includes 5 nights’ accommodation, tuition, course materials, working lunches alongside tea/coffee breaks during the course and one social course dinner. For applications received prior to 28th February 2023, the course fee is reduced to early registration rate of £2,350 GBP.  **Covid Considerations:**  This is an in-person course and will run subject to government rulings relating to the pandemic.  **Covid Cancellation Policy:**  A full refund will be provided for attendees who can provide a self-isolation notification or proof of a positive test and who cancel before the check-in date.  **Cancellation Policy:**  Applications are transferable to another individual at any time.  If a transfer is not possible, cancellation charges will apply.  **21 or more days before the start of the course – Deduction of hotel booking costs incurred**  **14-20 days before the start of the course - 50% of the total fee**  **1-13 days before the start of the course - 90% of the total fee**  **Course start date or later - 100% of the total fee**  Cancelled applications must be emailed to [Deborah.cox@manchester.ac.uk](mailto:Deborah.cox@manchester.ac.uk).  We reserve the right to postpone or cancel the course if fewer than twelve people have confirmed applications one week before the course is scheduled to take place.  In the event of the organiser cancelling the course, full refunds will be made to confirmed participants.  **Please send the completed form via Email to:**  Deborah Cox  Institute Manager  [Deborah.Cox@manchester.ac.uk](mailto:Deborah.Cox@manchester.ac.uk)  Holly Crossley  Administrative Assistant  [Holly.Crossley@Manchester.ac.uk](mailto:Holly.Crossley@Manchester.ac.uk) | |