BEST Computer Training

'Our aim is to be the leader and the BEST in quality education and training - promoting and developing personal prosperity, economic success and enterprise.'

Bookkeeping Course Application Form

BEST Computer Training provide flexible, manual-based bookkeeping courses that allows candidates to to study at their own pace with one-to-one support from a qualified tutor. Candidates will receive a Registered Student card from the Institute of Certified Bookkeepers (ICB) and at the end of the course will take a mock exam; if passed, the final examination can then be taken. Completing the course will earn you an internationally recognised qualification and designatory letters of MICB and/or AICB after your name.

Prices for enrolling on a bookkeeping course are as follows:

Level 1: Manual Bookkeeping Course	£235 + VAT
Level 2: Computerised Bookkeeping Course	£470 + VAT
Level 1 and Level 2 Bookkeeping Courses	£705 + VAT

ICB Membership and Exam fees:

Membership fee	£45
Exam fees	£50 +VAT per exam

You can also book your place by telephone on:
0800 093 5132 or **0207 247 2466**
Or online at:
www.best-training.org.uk
Or by email:
sales@best-training.org.uk

Please return this form to:

BEST Computer Training,
Suite 3.21, Whitechapel Training Centre,
65 Whitechapel Road,
London E1 1DU

Preferred start date:		Date of application	

Course applied for (Please tick)	Level 1: Manual Bookkeeping course (2 days) ☐	Level 2: Computerised Bookkeeping course (4 days) ☐	Level 1 & Level 2 Complete course: (6 days) ☐

Organisation (If applicable)	Delegate name	Email Address	Telephone number

Organisation address
(For private candidates, give home address)

Full address

Telephone number:
Email address:

Payment details

Settlement should be made before the start of the course or you can settle on the first day of training by card or cash.

Alternatively, if you would like us to invoice your organisation please tick the box and add a purchase order number.

☐ Please invoice my organisation: £

Purchase order number:

Signature	

BCT/ICB/01

Terms & Conditions: You may substitute a delegate at any time. BEST Computer Training reserves the right to refuse admission. By signing this form you are agreeing to the full terms and conditions laid out at www.best-training.org.uk. A copy of these conditions can be requested from any BEST Computer Training Centre, by phone or email.