

REGISTRATION FORM
MAM TRAINING CENTER

Surname:

First name:

Date and place of birth:

Father's first name:

Mother's first name:

Address in N'Djamena:

Phone number

Emergency contact:

Email:

Sex :

☐ F

☐ M

MAM TRAINING CENTER

Marital status : Single Married Divorced Widowed

National ID Number.....
issued on:

Passport No
issued on:

Profession:
.....

MAM TRAINING CENTER
LANGUAGE TRAINING CENTER (ENGLISH, ARABIC AND FRENCH)
CENTRE DE FORMATION LINGUISTIQUE (ANGLAIS, ARABE ET FRANÇAIS)
+23560518525 ou +23595830398 info@mamtrainingcenter.com
In case of Emergency contact +23566173633 or +23599529582
www.mamtrainingcenter.com

Conditions of registration

Registering at Mam Training Center for language training implies the learner's full and unreserved adherence to these provisions.

You can register by email or in person at Mam Training Center. The Center is open from Monday to Saturday from 8:00am to 6:00pm. Sunday closed

1. Fill in, mail or drop off the registration form, dated and signed.
2. To pay at the time of registration the amount of 50.000Francs CFA for Students, 100. 000Francs CFA for Civil Servants ,150. 000 Francs CFA for Workers for 3 months of language training, 3 times a week, 2 hours a day.

Note : Registration fees are non-refundable.

4. Send a copy of the proof of your payment (cheque, bank transfer slip or deposit slip).

Upon receipt of the form and the payment (or copy of the payment), Mam Training Center will send you a confirmation by email specifying the date of receipt of the documents within a maximum of 48 hours.

At the time of registration the learner must :

be at least 16 years old,

present a valid passport or a national identity card for Chadians, residence permit for expatriates.

Fill in the registration form,

provide a passport photo with the learner's name on the back,

pay the full cost of the training.

Once the learner has paid the totality of the training fees, a certificate of completion will be issued at the end of the training.

Withdrawal and refund

The sums paid will not be postponed or reimbursed except in cases of force majeure such as serious illness certified by a doctor, death of a close relative (parents, brothers, sisters, children) certified by an official document or an accident resulting in injury certified by an official document.

If one of these reasons is justified, then the reimbursement of training costs may be considered.

All requests for withdrawal and reimbursement must be made in writing only. Cases of force majeure may be reimbursed in the event of cancellation less than 30 days before the course start date. In this case, a 50% refund can be considered subject to the presentation of proof and acceptance of the request by Mam Training Center. Professional imperatives are not considered as force majeure.

After the final registration, if the learner has started the courses, no refund can be made whatever the reason for the cancellation.

The center reserves the right to modify or cancel any course at any time. In which case it will offer an alternative course to the learner whenever possible.

Private or one on one training : any course cancelled or postponed by the learner must be done before 12.00 noon the day before the course is due to take place; otherwise it will be charged to the learner.

Public Holidays / Centre Closure

The center is closed on public holidays. The exact dates the center is closed are displayed on the notice board.

Using Image

The center may have to take photos of learners in order to use them to illustrate a brochure or its website, unless the learner advises otherwise. This notice must be given to us in writing at the time of registration.

N'Djamena, on :

Signature.....