

Education Order Form

Please send all pages of your completed booking form to SPSS Training
 Contact Us: Telephone: 01483 719203 Email: spsstrai@uk.ibm.com, Fax: 01483 719291
 or Mail: SPSS (UK) Ltd, St Andrews House, West Street, Woking, Surrey, GU21 6EB.



Course Booking (prices quoted below are exclusive of VAT which will be charged at the applicable rate)

Course Title (for Public Training, OnDemand WBT ("WBT") and Live WBT ("LWBT"))	Location (City or please indicate if WBT or LWBT)	Date (if applicable)	Attendee Name(s), Email Address(es) & Telephone Number(s) (Required for confirmation of training places, please continue on a separate sheet if necessary.)	Price (If redeeming Corporate or 6/5 Day Card please quote your reference number)
1.				£
2.				£
3.				£
4.				£
5.				£
<input type="checkbox"/> 6 Day Card * ^	£2,133			£
<input type="checkbox"/> Corporate Card (Please specify number of days. Standard daily rate £395) *	10 = 12.5% discount 11-15 = 15% discount 16+ = 20% discount			£
* Valid for 12 months from the date of submission of this form to SPSS. ^ only valid for the Attendee(s) nominated on this booking form.			Insert Special Offer Code (if you have one)	
			TOTAL	£

Cancellation Terms: If you wish to cancel your SPSS Training Course the following terms apply: Less than 4 weeks notice - 50% refund. Less than 2 weeks notice - no refund. All cancellations must be made in writing.

Payment Details - An invoice will be sent to you upon receipt of your booking form, and is payable within 15 days of the invoice date. If an invoice address is outside of the UK then full payment is required at the time of booking

Contact Name			
Job Title			
Company			
Address			
Phone		Facsimile	
Email Address			

In compliance with the Data Protection Act 1998, please tick the following box if you do not wish to receive marketing campaign materials from SPSS or any SPSS partner in the course of promoting their business. This does not apply to correspondence made to ensure performance of this contract.

Please invoice us - PO number _____ OR Cheque enclosed (payable to SPSS (UK) Ltd) / OR please contact SPSS if you wish to pay by Credit or Debit Card.

Authorisation Section (required for all training bookings) I declare that I am an officer/employee of the following organisation, and that I am authorised to make this booking. By signing and returning this Education Order Form to SPSS I confirm that I have read, understood and accept the SPSS Public Training Terms and Conditions (which were sent to me with this Education Order Form and/or which I have viewed at <http://training.spss.co.uk/terms.htm>) and that this order is subject to such terms.

Authorised By (Signature)		Date	
Name		Title	

It is important that we know a little about each attendee prior to them attending the course. Please ensure that you rate each course attendee on a scale of 1-5 with 1 having no knowledge and 5 having an excellent knowledge. **PLEASE BE AS HONEST AS POSSIBLE AS IT WILL HELP OUR TRAINERS PLANNING**

We also assume that each attendee has read and understood the prerequisites required for the course(s) they are attending. Further details of these can be found at www.spsstraining.com.

	Attendee 1	Attendee 2	Attendee 3	Attendee 4	Attendee 5
General computer literacy & familiarity with the operating system (e.g. Windows 2000/XP/Vista)					
Familiarity with SPSS/Clementine/Dimensions (based on which course you are attending)					
Level of statistical knowledge - Descriptive/Exploratory statistics (e.g. measure of central tendency and dispersion)					
- Basic inferential Statistics (e.g. t-test, chi square, correlation)					

OBJECTIVES

Please indicate what your main objectives are in attending this course and how you intend to make use of SPSS software in your work:

SPECIAL REQUIREMENTS:

Please note any special requirements you need during your visit to St Andrew's House by ticking the appropriate section and providing further information where applicable:

Wheelchair access required: _____

Other special requirements: _____

HOW DID YOU HEAR OF SPSS EDUCATION COURSES?

- Colleague/word of mouth
- SPSS Website
- Internet Search Engine
Please specify which search engine was used: _____
- Direct Mail (postcard, letter etc)
Please quote the reference code: _____
- Email from SPSS
Please quote the reference code: _____
- SPSS Representative
- SPSS Seminar
- Previous Training Course