



NPC - (Non Profit Company 1996/011678/08)

ITRISA is registered with the Department of Education as a private higher education institution under the Higher Education Act, 1997 (registration certificate no. 2002/HE08/001) and is fully accredited by the Council on Higher Education

# ENROLMENT FORM - 2022

## HIGHER CERTIFICATE IN INTERNATIONAL TRADE DIPLOMA IN INTERNATIONAL TRADE MANAGEMENT (Exports or Imports)

**Please complete form in full (date & signature) and return to ITRISA**

fax. +27 (0)11 807 5321; P O Box 2475, Rivonia 2128, Gauteng, South Africa  
Trade Development House, Eden Gardens, 16 Wessel Road, Rivonia, Sandton, Gauteng  
(Enquiries : tel. +27 (0)11 807 5317 ; e-mail [admin@itrisa.co.za](mailto:admin@itrisa.co.za))

For which course are you registering (please tick)?

|                          |  |
|--------------------------|--|
| <input type="checkbox"/> | 1-year Higher Certificate in International Trade           |
| <input type="checkbox"/> | 3-year Diploma in International Trade Management (Exports) |
| <input type="checkbox"/> | 3-year Diploma in International Trade Management (Imports) |

|                      |  |  |  |
|----------------------|--|--|--|
| Year of registration |  | Are you registering for the 1 <sup>st</sup> or 2 <sup>nd</sup> study cycle (semester) of the year? |  |
|----------------------|--|--|--|

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| Are you a current student? (Please provide student number) |  |
| Where did you hear about the course and/or ITRISA?         |  |

### PERSONAL DETAILS

|  |     |             |    |                                   |  |
|--|-----|-------------|----|-----------------------------------|--|
| Dr/Mr/Mrs/Ms   |     | First name  |    | Surname                           |  |
| By which (first) name do you wish to be called?                  |     |             |    |                                   |  |
| Date of birth  |     | Sex         |    | Marital status                    |  |
| Home language  |     | Nationality |    | ID/Passport no<br>(copy required) |  |
| Race group (Information required by the Department of Education) |     |             |    |                                   |  |
| Any disability?  | Yes |             | No |                                   |  |

If yes, please state nature of disability:

|                                  |  |                                 |  |
|----------------------------------|--|---------------------------------|--|
| <b>KEY CONTACT INFORMATION</b>   |  |                                 |  |
| Telephone number during the day: |  |                                 |  |
| Cell number:                     |  | Business e-mail:                |  |
| Personal email:                  |  |                                 |  |
| Are you a student at North-West  |  | If so, what is your student no: |  |

|  |           |
|--|-----------|
| <b>BUSINESS CONTACT DETAILS (if applicable)</b>                                |           |
| Name of company / place of employment  |           |
| Main focus of the business   |           |
| Size of the business, (large multinational, SME, etc.)                         |           |
| Your position in the company   |           |
| What does your job entail?   |           |
| Business postal address (including postal code)                                |           |
| Business street address (including postal code)                                |           |
| Business telephone number  | (       ) |
| Business fax number  | (       ) |
| Your company's VAT registration number, if applicable (for invoicing purposes) |           |

|  |           |
|--|-----------|
| <b>PRIVATE CONTACT DETAILS</b>                 |           |
| Private postal address (including postal code) |           |
| Private street address (including postal code) |           |
| Home telephone number                          | (       ) |

|  |  |
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| <b>CONTACT DURING THE STUDY YEAR</b>   |  |
| To which postal address (i.e. business or private) do you wish us to address all normal correspondence (marked assignments, progress reports, final results sheets, etc.)? |  |
| If we need to courier documentation to you, which street address should we use (i.e. business or private)?   |  |

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|---|--|
| To whom should your progress reports be sent?<br>(Specify name, company (if applicable), postal address and e-mail address) |  |
|---|--|

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| <b>ACADEMIC RECORD</b>   |  |
| What is the highest formal qualification that you have obtained? (copy required) |  |
| From which institution was the qualification obtained?                           |  |
| In what year was the qualification obtained?                                     |  |

|                       |
|-----------------------|
| <b>SUBJECT CHOICE</b> |
|-----------------------|

For which of the following subjects are you registering? (please tick)

|   |  |
|---|--|
| <b>A. Higher Certificate in International Trade / Year 1 of Diploma course:</b> |  |
| <input type="checkbox"/>  | International Trade Relations                          |
| <input type="checkbox"/>  | International Cargo Movement                           |
| <input type="checkbox"/>  | Introduction to International Marketing and Purchasing |
| <input type="checkbox"/>  | International Trade Finance and Payment                |

|   |   |
|---|---|
| <b>B. Year 2 of Diploma courses*:</b>   |   |
| (*You can register for one or more 2 <sup>nd</sup> year level subject/s if you have completed all 4 subjects at 1 <sup>st</sup> year level) |   |
| <input type="checkbox"/>  | International Monetary Relations              |
| <input type="checkbox"/>  | International Trade Law                       |
| <input type="checkbox"/>  | Export Administration (export stream only)    |
| <input type="checkbox"/>  | Import Administration (import stream only)    |
| <input type="checkbox"/>  | Export Marketing (export stream only)         |
| <input type="checkbox"/>  | International Purchasing (import stream only) |

|   |  |
|---|--|
| <b>C. Year 3 of Diploma courses*:</b>   |  |
| (*You can register for one or more 3 <sup>rd</sup> year level subject/s if you have completed all 4 subjects at 2 <sup>nd</sup> year level) |  |
| <input type="checkbox"/>  | General Principles of International Trade Management     |
| <input type="checkbox"/>  | International Financial Management                       |
| <input type="checkbox"/>  | Export Marketing Management (export stream only)         |
| <input type="checkbox"/>  | International Purchasing Management (import stream only) |
| <input type="checkbox"/>  | Export Logistics Management (export stream only)         |
| <input type="checkbox"/>  | Import Logistics Management (import stream only)         |

|                             |   |
|-----------------------------|---|
| <b>PAYMENT ARRANGEMENTS</b> | <b>(Remember: the 2022 fee is R6 000 per subject)</b> |
|-----------------------------|---|

Your chosen payment method (please tick)

|                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Electronic transfer/direct deposit (proof of payment must accompany this enrolment form) |
| <input type="checkbox"/> | Credit card  |

|   |  |
|---|--|
| Is your company paying for the course or are you (in your personal capacity)? |  |
|---|--|

