

NCTJ OFFICE USE:

Invoice No:

Candidate URN:

Session / Centre No:



REGISTRATION FORM CERTIFICATES IN JOURNALISM NATIONAL EXAMINATIONS MAY 2008

SECTION A – To be completed by ALL candidates

Forename: Surname:.....

Date of birth:...../...../..... Home telephone number:.....

Email address:.....

Home address:.....

.....

.....Postcode:.....

SECTION B – To be completed by ALL candidates

Tick exams to be sat and circle either “resit” or “first attempt”.

Tuesday 13 May 2008

News Writing £37.00 inc vat Resit or first attempt (*please circle*)

Wednesday 14 May 2008

Public Affairs Part 1 £37.00 inc vat Resit or first attempt (*please circle*)

Public Affairs Part 2 £37.00 inc vat Resit or first attempt (*please circle*)

Thursday 15 May 2008

Media Law Part 1 £37.00 inc vat Resit or first attempt (*please circle*)

Media Law Part 2 £37.00 inc vat Resit or first attempt (*please circle*)

Cheques should be made payable to NCTJ Training Ltd.

To ensure entry, payment must be received prior to the examination. In the event of a cancellation or non-attendance NO REFUND WILL BE GIVEN. **Deferrals will only be accepted before TUESDAY 29 APRIL 2008 for named applicant only.**

SECTION C – To be completed by Editor / Training Officer IF EXAMS TO BE SAT IN OFFICE

If you are **not** on a newspaper please ignore this section and complete **Section D**.

Editor / Training Officer:.....	Newspaper group:.....
Email address:.....	
Newspaper name & address:.....	
.....	
.....Postcode:.....	
Work telephone:.....	
Signature of Editor / Training Officer:.....	

Please note the above named individual will be sent the examination papers and be responsible for ensuring the exams are invigilated and NCTJ procedures are followed correctly.

Self-funding:

If you are paying the entry fee yourself and do NOT wish your results to be sent to your editor, please tick this box

SECTION D – To be completed by candidates NOT SITTING IN OFFICE

Examination Centre:

You will be given the nearest available centre to your correspondence address unless you state otherwise:

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Please note candidates will be allocated centres on a first come first served basis. The NCTJ cannot guarantee the availability of requested centres.

IMPORTANT INFORMATION - please read carefully

Particular Needs:

Candidates with disabilities whose circumstances require special consideration must supply written evidence to the NCTJ including a professional assessment report and/or medical certificate with this application form.

Please return this form to:

NCTJ Training Ltd, The New Granary, Station Road, Newport, Saffron Walden, Essex CB11 3PL

Closing Date for Entry is: Friday 28 March 2008

The NCTJ reserves the right to charge an additional late payment fee of £25.00 + vat to any candidate enrolling after the deadline.

Signature of candidate:..... Date:.....

Your results will appear on the NCTJ website 5 days after they have been sent to you.

PLEASE KEEP A COPY OF THIS APPLICATION FORM FOR YOUR RECORDS