

National Guard Health Affairs King Abdulaziz Hospital, Al Ahsa



Postgraduate Education & Academic Affairs

₫ 111

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jabrn@ngha.med.sa

الشنون الأكاديمية والتعليم الطبي المستمر

111 **①** (03) 5910000 **②**

فاكس 33882/33883/33887 تحويلة

COURSE REGISTRATION FORM

Please print clearly. This	will be	the n	ате р	rinte	d on	youi	r cer	tifica	ite.														
First Name																							
Middle Name																							
Last Name																							
SCFHS Saudi Council Prof.#																							
Professional Title:																							
KANGH Badge No.:	Nationality:																						
Complete Mailing Addres	ss:																						
Hospital:																							
Department :									Mail Code:														
P.O.Box:								_ c	City:														
Postal Code :									Country:														
Contact Numbers (Please	e includ	e tele	phone	e are	а сос	les if	арр	olicak	ole):														
Telephone:									Pager:														
Fax Number:										Mobile Phone:													
E-mail:								,															
COURSE TITLE:																							
COURSE DATE:																							
PAYMENT DETAILS:	_																						

For NGHA staffs (KAH), please pay to Finance Department (ext. 34794) or

DIRECT BANK DEPOSIT:

ARAB NATIONAL BANK

Account Name: ESC DEPARTMENT ACTIVITY ACCOUNT – AL AHSA Account Number: 01-0800 520891 0239 or IBAN Number: SA 4630400 10800 520891 0239

CANCELLATION POLICY:

If a participant decides to withdraw from a course after their registration is conformed, the following will be applies:

- An administration charge of SR 50 or 20% of the total course fee (whichever is greater) will be charged in the period up to four (4) weeks prior to the scheduled course commencement date.
- 100% of the total course fee will be charged once the course commence.
- If a course registrant finds a replacement to fill the vacancy created by his/her withdrawal, he/she receive a full refund of the course fee.
- In exceptional circumstances, as deemed by the Director of Postgraduate Education and Academic Affairs, participants will receive a full or partial refund of the course fee.