

Co-Active Leadership Program Registration Form

Name _____ Date: _____

Address _____ City _____

State/Province/Region _____ Country _____ Postal Code _____

Home Phone _____ Office Phone _____

Cell Phone _____ Email _____

Please register me for the program beginning on:

(1st choice): _____ (2nd choice): _____

Referred by: _____

In order to be put on a waiting list you must be registered in another open program.

Program Fees: The current program cost is \$9800 (US programs) or €9,800,00 (Spain programs). This cost includes tuition, meals and residential fees for all four retreats. Payments may be made in installments, provided 25% of the total is paid at least three weeks prior to each of the four retreats.

Registration: A deposit of \$800 (US programs) or €800,00 (Spain programs) is required to secure a space in the program of your choice and is payable by major credit card or by check (US banks only). The deposit will be applied toward fees in the event of a cancellation or transfer (cancellation and transfer policy below).

Please note: An additional **registration fee of \$200** is required if you choose to register for an **optional ACE College Credit Recommendation**.

_____ Charge my credit card (VISA, MasterCard, American Express, Discover) for:

_____ **\$800 or €800,00 Deposit**

_____ **\$200 ACE Registration Fee (Optional)**

Card# _____ Exp Date: _____

Signature _____

_____ Check in the amount of \$_____ enclosed (US banks only), **payable to** The Coaches Training Institute.

Cancellation and Transfer Policy:

You will be charged a processing fee for transfers or cancellations according to the schedule below. Processing fees are in US dollars for US programs and in Euros for Spain programs.

<u>Prior to start date of Retreat #1</u>	<u>Transfer fee</u>	<u>Cancellation fee</u>
More than 60 days	200	400
30-60 days	400	600
Less than 30 days	600	800

Processing fees for transfers and cancellations will be deducted from the program deposit. This fee increases according to the above schedule. The transfer policy does not apply if you have been wait listed for a particular program and transfer into that program.

Mail or fax completed form directly to the CTI Leadership office. You may also register online at www.thecoaches.com/leadership.

The Coaches Training Institute
Co-Active Leadership Program
4000 Civic Center Dr Suite 500
San Rafael, CA 94903

Telephone: 415-451-6000
Fax: 415-472-1204

Thank you for your registration in the Co-Active Leadership Program. Upon receipt of the deposit we will mail you an acknowledgement letter and payment agreement. Please feel free to call our office with any questions you may have. Office hours are Monday-Friday, 8:00 AM - 4:30 PM Pacific Time.