|  |  |
| --- | --- |
| **Deadline for applications: midday on Friday 30th September 2022****Online workshop dates*** Tuesday 11th October 2022, 9.00 – 13.00and
* Tuesday 18th October 2022, 9.00 – 13.00
 | **OFFICE USE ONLY** |
|  |  |
|  |  |

|  |
| --- |
| **Fee** * **AHUA Members’ Price: £350.00 (VAT exempt)**
* **AHUA Non-Member Price: £500.00 (VAT exempt)**
 |

|  |  |
| --- | --- |
| Please enter a Purchase Order number, or indicate if one will be sent  |  |

|  |  |
| --- | --- |
| Title: |       |

|  |  |  |  |
| --- | --- | --- | --- |
| First Name: |  | Preferred Name: |       |
| Family/Last Name: |  |
| Position Held: |  |
| Department: |  |
| Institution: |  |

Address for correspondence Invoice Address (if different)

|  |  |
| --- | --- |
|  |       |

|  |  |
| --- | --- |
| Email: |  |
| Mobile: |  |
| Direct Line: |  |

|  |
| --- |
| **Additional information:*** Please give a brief outline of your role and responsibilities
 |

* Please tell us how you found out about the Programme

|  |
| --- |
| **Cancellations:*** All cancellations must be made in writing (post or email) to the AHUA.
* The AHUA will not be responsible for any expense incurred in the lead up to the event. Should the event be cancelled the AHUA will not reimburse for any expense incurred.
* Please visit the AHUA website for the full Terms and Conditions including the cancellation policy.
* Please contact Catherine Webb on c.f.webb@ahua.ac.uk to cancel your place on the programme.

**Data Protection:**Please indicate that you agree to the AHUA storing your booking details electronically in order to process your application, invoice and send you information about this Programme. Your information will not be used for any other purpose nor shared with third parties.  **I agree to the above** Yes / NoPlease complete this form and return it by post or email by **Friday 30th September 2022** to:**Catherine Webb**Executive SecretaryAssociation of Heads of University Administration (AHUA)E: c.f.webb@ahua.ac.uk T: 07785 286833 February 2022 |