

# EARNED VALUE MANAGEMENT INSTITUTE®

EVMI 104®: Certified Associate In Earned Value Management™ CAEVM™

Registration Form. \*PLEASE MAIL COMPLETED FORM ALONG WITH PAYMENT TO:

**EARNED VALUE MANAGEMENT INSTITUTE P.O BOX 1965 LEESBURG VA 20177**

<b>Step 1: Student Information</b>	<b>Please complete all fields:</b>
(Your name is exactly what appears on your certificate)* <b>First Name:</b>	
(Your name is exactly what appears on your certificate)* <b>Middle Name:</b>	
(Your name is exactly what appears on your certificate)* <b>Last Name:</b>	
<b>Job Title:</b>	
<b>Organization:</b>	
<b>Mailing Address:</b>	
<b>City:</b>	
<b>State:</b>	
<b>Zip Code:</b>	
<b>Country (If Outside the USA):</b>	
<b>Telephone Number (include extension, if applicable):</b>	
<b>FAX Number:</b>	
<b>*PERMANENT EMAIL ADDRESS:</b>	
<b>What is your highest level of education?</b>	
<b>Was our <a href="http://www.evmi.com">www.evmi.com</a> website useful?</b>	
<b>How did you hear about the Certified Associate In Earned Value Management™ CAEVM™ Program?</b>	
<b>Your Most Recent Resume Is Required To Complete Application. Have You included Your Resume?</b>	

\*Permanent email is where we can reach you in case you change jobs. Such as with a @gmail.com, @hotmail.com etc extension

<b>Step 2: Course Information</b>	
For more details regarding the course location please visit: <a href="http://www.evmi.com/register_CAEMV_CertifiedAssociateInEarnedValueManagement.html">http://www.evmi.com/register_CAEMV_CertifiedAssociateInEarnedValueManagement.html</a>	
<b>Course name</b>	<b>Certified Associate In Earned Value Management™ CAEVM™ Program</b>
<b>Date:</b>	
<b>Location:</b>	

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## Step 3: Payment Information

Pease complete your payment information below. Note that EVMI® must receive full payment for course(s) registered 2 weeks prior to the start of the course. Email confirmation will be sent to you upon receipt of full payment. You must pay in full before start of class. Please there are no exceptions.

PAYMENT METHOD: Money Order  Cashier's Check  Check

MAKE PAYMENT PAYABLE TO: EARNED VALUE MANAGEMENT INSTITUTE

MAIL PAYMENT TO: EARNED VALUE MANAGEMENT INSTITUTE,  
P.O BOX 1965 LEESBURG VA 20177 USA

COST: Price of Certified Associate In Earned Value Management™ CAEVM™ Program Registrant = \$2,099  
Number of Registrant(s) \_\_\_\_\_ x \$2,099 = TOTAL= \_\_\_\_\_

**AIRLINE TICKETS & HOTELING:** Please do not make non-refundable airline reservations and hotel arrangements unless you have received a confirmation letter/e-mail.

**EVMI®'s CANCELLATION POLICY:** Substitutions are permitted at any time up to the start of the course. If you cancel your registration more than two weeks prior to the course start date, your full tuition will be refunded less processing fee of **\$100.00**. If you cancel less than two weeks prior to the course, you will be responsible for the full tuition and receive a transfer voucher. If you fail to attend the course without advanced notification, you will be responsible for full tuition.

**EVMI®'s INTELLECTUAL PROPERTY POLICY:** By registering for the **Certified Associate In Earned Value Management™ CAEVM™** Program you acknowledge that ALL of Earned Value Management Institute®, EVMI®'s training materials are protected by United States and international copyright laws. In addition, you agree not to use any content of EVMI®'s training materials, including the concepts and ideas expressed in the **Certified Associate In Earned Value Management™** Program for purposes of training and distribution of competing products or services. Please sign below to confirm that you fully agree with EVMI®'s intellectual property and cancellation policy.

**SIGNATURE:**

**Date:**

**FULL NAME:**

Page 2

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