



BIRD Office Use Only

Date Received:

Initial:

## British Institute of Resource Development (BIRD)

### Student Registration/Examination Form

Learners **MUST** first register online and then complete this form to be sent along with required docs & fee(s) to BIRD Offices at least **3 Weeks** prior to upcoming examination session or coursework submission.

Title: Dr  Mr  Ms  Mrs  Other:  First Name(s):

Surname:  Full Name (to be printed on your certificate):

Date of Birth:  BIRDID/Enrolment Number:

Email Address:

Contact Address:

BIRD Centre you attended:

Qualification registered for:

Level:  Examination Session: March  June  September  December

OR Coursework Submission Date (if applicable): Day  Month  Year

### Terms & Conditions

1. All registration, examinations and certification fees are non-refundable and non-transferable.
2. Candidate/Centre **MUST ATTACH** copies of candidate's photo ID, valid visa (if applicable) with this form. They also attach the last academic credential of the learner if available.
3. Completed form along with attachments is to be sent by email to [qualifications@birduk.org](mailto:qualifications@birduk.org) or by post to BIRD, 84 Vaughan Way, Leicester LE1 4SJ United Kingdom
4. Only completed forms duly signed and dated along with appropriate attachments are accepted by BIRD.
5. Please include proof of payment of appropriate fees\*. (\* All fees are listed in BIRD Fee List sent to the Centre during centre approval)
6. All payment should be made to the following account:  
A/C Name: BIRD (British Institute of Resource Development), A/C No: 94321480, Sort Code: 40-28-06
7. Please use Learner ID/Enrolment Number as a reference while making payment.

### Declaration:

The Information given in this form is true and correct to the best of my knowledge. I also affirm that I agree with the above terms and conditions and have signed this form myself.

Centre Coordinator/ Accountable Officer/ Candidate:

Date:

*NB. Learner/ Student ID or Enrolment Number is the auto-generated number produced by BIRD Online System after signing up/registering online.*