# Exam Registration Form

Register for the Professional Examination: **June 27, 2019** *(deadline to register: June 14, 2019)*

- [ ] You may only register if you have submitted a CAFM application by May 27, 2019, OR
- [ ] You may only register if you have made an attempt on a previous examination, AND
- [ ] You must also have access to a computer and the internet to write the CAFM Professional Examination

## STUDENT CONTACT INFORMATION

| Name: | |
| Positi opin: | Company |
| Mailing address | Mailing address |
| Work # | Contact # |
| Home # | |
| E-mail | |

### Registration Fees:

- **First Exam Writing:** $350 plus GST/HST
- **Exam rewrite PART A and PART B:** $260 plus GST/HST
- **Exam rewrite PART A:** $95 plus GST/HST – 3-4 pm (EST)
- **Exam rewrite PART B:** $210 plus GST/HST – 12-3 pm (EST)

**Exemption from GST/HST only applies if exam is written in a First Nation community and if your Indian band is GST/HST exempt and paying for your registration fee. Please submit your Band’s exemption certificate with your registration form. If not, then GST/HST applies. AFOA Canada HST/GST number 883195927RT001.**

Thank you.

### INDICATE METHOD OF PAYMENT (please check one):

- [ ] Cheque enclosed (Payable to AFOA Canada) *NSF cheques will be subject to a $37.50 fee*
- [ ] Credit Card

  Please choose one of the following:  
  - [ ] VISA
  - [ ] MasterCard
  - [ ] AMEX

  Enter Amount: $ ________________

  Credit Card Number: ___________ ___________ ___________ ___________ 
  Expiry: ____ / ____ (mm/yy)

  Cardholder Name: ___________________________ Cardholder Signature: ___________________________

### Exam Cancellation Policy

**Exam Deferral:** If you are unable to write the examination on the scheduled date and you would like to defer writing the CAFM examination until the next available date, you must notify AFOA in writing on or before June 24, 2019 by 11:00 am EST. An exam deferral fee of $50 plus GST/HST will apply.

**Exam Cancellation:** In the event you wish to withdraw from the examination completely, you must cancel your registration on or before June 24, 2019 by 11:00 am EST. An exam cancellation fee of $50 plus GST/HST will apply and the balance of your registration fee will be refunded.

Mail or fax this form & your payment to: 1066 Somerset Street West, Suite 301, Ottawa, ON, K1Y 4T3; fax: 613-722-3467

Please address all questions & concerns to AFOA’s Manager, Education & Membership, 1-866-722-2362.