

ASIA FINANCIAL MARKETS EXPLAINED 解释亚洲金融市场

JAN – DEC 2022 FOR RISING MARKETS PROFESSIONALS
2022年1月至12月 为新锐市场人才而设

Bulk Registration – For Firm Coordinators 团体报名表—由公司协调人填写

Thank you for your support in coordinating the registration of multiple staff across different regions within your firm. To bulk register, **please complete both Part A and Part B** and return to mgautam@asifma.org to process:

感谢您为贵公司各处员工报名事宜提供支持。欲完成团体报名，请填写下文 **A、B 两部分**，并返还至 mgautam@asifma.org。

Part A: Bulk Registration Agreement

A 部分：团体报名协议

Please read, print, sign, and scan this document.

请阅读本文件，并打印、签名、扫描返还。

Part B: Choice of discount code or bulk invoice

B 部分：选择折扣码或统一付款

Option 1: Firm specific discount code for direct registrations by individuals

ASIFMA can provide you with a **firm-specific discount code for each staff to register individually** on the [website](#). This option will ease any specific challenges with respect to bulk invoicing and payments. **Please send a request for a firm-specific discount code together with your signed document in Part A** to Mukta Gautam at mgautam@asifma.org to receive your code.

选项一：个人直接报名，使用公司折扣码

ASIFMA可向您提供贵公司**专用折扣码**，员工可凭折扣码在[网站](#)上自行报名。此选项可省去批量开票和付款相关问题。如需索取贵公司折扣码，请通过邮件 mgautam@asifma.org 联系 Mukta Gautam，来信请附已签署的A文件。

Option 2: Group registration by firm coordinator and bulk Invoice:

Alternatively, we can **invoice you directly for all participants** on receipt of their details. This option may be easier for internal co-ordination of payments. Please compile a list of staff that you wish to have registered in the Training Series in digital form (.xls, .csv or.doc) as per the format provided in *Appendix 1*. **Please send this list together with your signed document in Part A** to Mukta Gautam at mgautam@asifma.org to arrange the bulk registration process.

选项二：协调人统一报名，统一付款：

我们也可以在收到贵公司报名信息后，**统一开具所有学员费用的付款通知**。此选项便于在内部协调付款。请用数字文件（.xls、.csv 或.doc），按附件1格式，提供贵公司报名员工列表。欲进行团体报名，请将**此列表和签署的A文件**，通过邮件 mgautam@asifma.org，一并发送至 Mukta Gautam。

ASIFMA Bulk Registration - Member Agreement 亚证协团体报名 - 会员协议

Conditions of bulk registration 团体报名条件

A bulk registering firm means having 10 or more staff to enrol in the Training Series, with a firm coordinator to take care of the administrative procedures with ASIFMA. **A 20% discount off the registration fee will be offered to bulk registering firms by ASIFMA.**

Note 1: For a firm that has less than 10 registrants, please go to the online registration webpage and proceed individual registration(s) with online credit card payment accordingly.

Note 2: Individuals who register separately via the online registration webpage without the firm specific discount code will not qualify for bulk registration discount.

贵公司有十名或以上员工参加培训课程，并指派一位协调员与亚证协对接流程事务，即可进行团体报名。**亚证协可为团体报名的公司提供报名费八折优惠。**

注 1: 如贵公司报名人数不足 10 人，请访问线上报名网页，使用信用卡在线支付，进行个人报名。

注 2: 个人在线上报名网页上独自完成报名，如无公司折扣码，将无法享用团体报名折扣。

Cancellations and transfers during the Training Series 培训课程期间的取消和转让

Registration is **non-transferrable** between individuals in principle, and no refunds will be provided after registration for cancellations.

However, transfer requests from one registrant to another will be allowed under certain circumstances at the discretion of ASIFMA. Transfer requests must be made in writing and sent to education@asifma.org via the firm coordinator. ASIFMA will consider transfer requests based on the following criteria:

1. The request is with a valid reason which means that the registrant can no longer participate. (e.g., The registrant has left the firm, has been transferred to a non-capital-markets-related role, etc.) Transfer requests based on a registrant's decision or lack of interest will not be allowed.
2. The registrant was registered via his/her firm's coordinator or by using the firm discount code as part of a bulk registration.
3. The request is made at least 1 week before the 7th monthly session (i.e., not more than halfway through the entire Training Series).

原则上，报名**不得转让**，取消亦不予退款。

但特定情形下，亚证协将酌情考虑允许学员转让课程。转让申请必须以书面形式，由公司协调人发送至 education@asifma.org。亚证协将根据以下标准考虑转让申请：

1. 申请须出于合理原因，即学员已无法继续参加培训（如学员已离职、已转至非金融市场相关岗位等）。基于学员因个人决定或丧失兴趣的转让申请，将不予批准。
2. 学员通过公司协调人或使用公司折扣码报名，属于团体报名中的一员。
3. 转让申请不晚于第 7 次月度课程一周前提交（即不晚于整期培训过半时）。

For any inquiries, please contact ASIFMA at mgautam@asifma.org.
欲咨询任何问题，敬请联系亚证协 mgautam@asifma.org。

ASIFMA Bulk Registration – Member Agreement
亚证协团体报名 — 会员协议

- I have read and agree with the bulk registration conditions. (Please check the box.)
- 我已阅读并同意团体报名条件。（请勾选）

Please check one of the following boxes to indicate your preferred registration method:
请选择您的报名方式，勾选相应方框：

- Option 1: Individual registration: Confirmed that there will be 10 or more registrants from our firm, please issue a firm specific discount code
- 选项一：个人报名：已确认我司报名数为 10 名或以上，请发送折扣码。
- Option 2: Group registration: Attached is the list of staff from our firm
- 选项二：团体报名：下附我司报名名单

Coordinator Contact:
协调人联系方式：

First Name 名: _____ Last Name 姓: _____

Title/Position 职位/岗位: _____

Firm 公司: _____

Email 邮箱: _____ Phone 电话: _____

Signature 签字: _____ Date 日期: _____

Appendix 1 附件 1

List of Staff to Enrol in the Training Series (to be returned in digital form):

报名本期培训的员工名单（请返回电子版）：

	First Name 名	Last Name 姓	Job Title & Position 职位/岗位	Email 邮箱	Phone 电话	Location 地点
1						
2						
3						
4						
5						
6						
7						
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