

Confirmation and Graduation Information will be sent by email.

Person Completing the Form:

Name: _____ Telephone (with area code) _____ Email: _____

Registrant Information:

Name: (first and last): _____

Organization: _____

Position / Title: _____ FOAJ Member #: _____

Telephone (w/area code) _____ Fax (w/area code) _____

Email: _____

Mailing Address to send certificate:

Mailing Address: _____

City _____ Province _____ Postal Code _____

I wish to apply for the following Certificate in Tribunal Administrative Justice™ certificate:

(One application form per Certificate stream)

- Tribunal Member
 Administrator
 Advocate

I certify that I have successfully completed the following courses and exams:

Please check all that apply

- | | |
|--|--|
| <input type="checkbox"/> Case Management Practices
<input type="checkbox"/> Plain Language for Writing Decisions
<input type="checkbox"/> Decision Making
<input type="checkbox"/> Decision Writing
<input type="checkbox"/> Effective Hearings
<input type="checkbox"/> Evidence | <input type="checkbox"/> Effective Witnesses
<input type="checkbox"/> Introduction to Administrative Justice/Principles of Administrative Justice
<input type="checkbox"/> Interpreting Legislation
<input type="checkbox"/> Presenting Cases Before Administrative Tribunals |
|--|--|

Consent to Release Name:

FOAJ may use my name as acknowledgment that I have completed the CTAJ™.

(please print)

(please sign)

Total Payable:

Application Fees: \$175.00 (per stream)
GST (5%) on the Fees: \$8.75 or GST Exemption #: _____
Total payment enclosed: \$_____

Everyone must pay GST, except organizations who are FOAJ Silver or Platinum Members that are GST exempt. GST exemption number must be provided..

Payment Type:

Cash Cheque payable to Foundation of Administrative Justice Visa MasterCard
 Invoice (Available only to Silver or Platinum Members for the registered tribunal members or staff covered by the organization membership.)

Credit Card Number: _____ Expiry Date: _____

Name of Cardholder

Signature of Cardholder authorizing payment

3 Easy ways to register:

1. **Fax:** 780-466-8015
2. **Email :** info@FOAJ.ca
3. **Mail:** Foundation of Administrative Justice
3438—78 Avenue
Edmonton, AB T6B 2X9

Fees, GST, Cancellation, Substitution and Refund Policies:

See the policies written on the brochure and on the website. In the event of a conflict, the most recent policy applies.

Privacy Policy:

FOAJ collects personal information to provide the membership, education and conference services. You can view our complete Privacy Policy on the website. By completing this registration form, you agree that we can send you future information about courses and conferences offered by FOAJ.