

Pass first time with RRC's CQI Revision Support

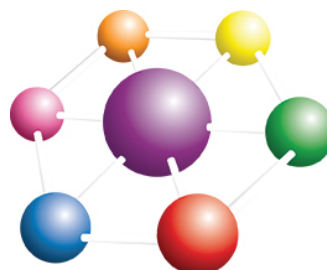
CQI

- Certificate in Quality
- Diploma in Quality



RRC Training
27 - 37 St George's Road
London SW19 4DS

Telephone: +44 (0)20 8944 3108
Fax: +44 (0)20 8944 7099
E-mail: info@rrc.co.uk
Web: www.rrc.co.uk



RRC TRAINING

Revision Notes
Reference Guides



CQI

REVISION

We all know that 'revising' is the key to passing an exam but knowing exactly what you need to do is not always easy. RRC's revision notes, STEP Notes and law guides are designed as an essential aid to ensure you know what you'll be up against on the day.

RRC's range of revision and reference aids are designed to help with both your studies and the application of knowledge in your daily working life. They are extremely popular with both students and practitioners.

They are supplied as either printed A5 booklets (convenient for you to carry round) or as electronic PDF files (which you can view and print, if desired).

Revision Notes

Our most popular range, essential for exam revision:

- Provide a concise overview of all the key topics identified in the CQI syllabus
- Structured to closely follow the relevant CQI syllabus so that you can easily find the topics you're looking for and map them against your course notes

Availability and Fees

Title		Complete	Per Unit
CQI Certificate in Quality	Printed	£27.00	
	e-Mail	£21.60 + VAT (£25.38)	
C1 - Quality: Customers, Clients and Markets	Printed		£10.00
	e-Mail		£8.00 + VAT (£9.40)
C2 – Quality: Principles of Data Analysis	Printed		£10.00
	e-Mail		£8.00 + VAT (£9.40)
C3 – Quality: Models, Standards and Laws	Printed		£10.00
	e-Mail		£8.00 + VAT (£9.40)

RRC Law Guides

These reference guides provide a detailed guide to Legislation and Case Law relevant to those studying NEBOSH or similar courses. They can also be used by practitioners as a reference tool in their day to day roles.

Note: These are supplied with relevant RRC NEBOSH courses

Title		Complete
RRC Health & Safety Law & Case Law Guide	Printed	£35.00
RRC Environmental Law & Case Law Guide	Printed	£35.00

RRC's Step Notes

These concise reference guides can either be used as a reference tool by practitioners or as a study aid by students. They are specifically written to focus on key points and any relevant statutes and case law.

Availability and Fees

Title		Complete
Health & Safety Law	Printed	£15.00
	e-Mail	£12.00 + VAT (£14.10)
Occupational Health and Hygiene	Printed	£15.00
	e-Mail	£12.00 + VAT (£14.10)
Environmental	Printed	£15.00
	e-Mail	£12.00 + VAT (£14.10)
Quality Management	Printed	£15.00
	e-Mail	£12.00 + VAT (£14.10)
Business Communications	Printed	£10.00
	e-Mail	£8.00 + VAT (£9.40)

Under Development

CQI Diploma due 2010



RRC Revision

How to Enrol / Terms and Conditions

To apply for an RRC course, please complete the Order Form that follow this page and return them to RRC:

By Post: RRC Training
27-37 St George's Road,
London SW19 4DS
United Kingdom

Online - www.rrc.co.uk
Telephone - **+44 (0)20 8944 3108**
By Fax - **+44 (0)20 8944 7099**

Methods of Payment

All payments to be made in GBP (pounds sterling). You can use any of the following methods of payment:

- 1 Payment in full by cheque** or bankers' draft made payable to RRC Training.
- 2 Payment in full by charging your MasterCard/Switch/Visa/Solo/Connect Card/American Express.**
- 3 Invoice:** UK registered companies only. Please attach to your application form an official purchase order/letter confirming your employer's authorisation. Terms of payment are 30 days from invoice date.

Carriage

Carriage is chargeable on the despatch of printed materials outside the United Kingdom – Please call for a quote.

Delivery

- **UK** – Your course materials will be with you no later than 10 working days from the receipt of your application. Delivery is by courier and can be either to your home or work address. As a signature will be required for all deliveries, please supply an address that will be occupied during office hours (Monday - Friday, 8am to 6pm).
- **Overseas** – Materials are sent by courier and delivery times are dependent on your location. Please contact RRC for more information.

Terms & Conditions

Cancellations

We are confident that you will be delighted with your RRC NEBOSH Revision support but, should you feel less than satisfied, you can cancel under the following terms:

Revision and Reference Guides

- Printed Materials - Returned Within 14 days
A refund of the full fee (excluding postage and packing) is obtainable for

returns received in good condition within 14 days following the despatch of the goods.

- E-mail - Returns Within 7 Days
A refund of the full fee is obtainable for returns received up to 7 days following RRC e-mailing the goods or access password, subject to a written confirmation that all copies have been destroyed.

Any refunds will be processed within 14 days of receiving your returned course materials.



RRC Revision Order Form

Important Information

Please complete **all** sections of this application form in full. Failure to do so may result in delays in processing your enrolment

If you have studied with RRC before please enter

your RRC Student
Number

--	--	--	--	--	--

Step 1 – Personal Details and Delivery Information

Name & Address of Applicant	Delivery Address
Full Name:	Contact Name:
Address:	Company Name:
	Address:
Post Code:	Post Code:
Country:	Country:
Daytime Tel No:	Contact Tel No:
Evening Tel No:	Please note: -Your package will need to be signed for on delivery. RRC are unable to deliver to PO Box addresses
E-mail:	

Step 2 – Sponsoring Organisation and Invoice Address

Sponsoring Organisation	Invoice Address
Company Name:	Company Name:
Contact Name:	Department:
Position:	Contact Name:
Address:	Address:
Post Code:	Post Code:
Country:	Country:
Tel No:	Tel No:
E-mail:	E-mail:

Step 2 – Revision Aids

Required Format - Printed or e-mail:
e-Mail address (for PDF versions):

Step 3 – Additional Information

How did you hear about RRC?



RRC Revision Order Form

Step 6 - Fees

Type	Course/ Units Required	Notes	Fee including VAT	Notes
Revision Notes	CQI Certificate in Quality - Complete			<ul style="list-style-type: none"> • VAT: All services are delivered in the UK and Overseas customers are therefore required to pay VAT • Overseas Courier Charges are payable on distance learning courses and revision aids only
	C1 - Quality: Customers, Clients and Markets			
	C2 – Quality: Principles of Data Analysis			
	C3 – Quality: Models, Standards and Laws			
Step Notes	Health and Safety Law			
	Occupational Health & Hygiene			
	Environmental			
	Quality Management			
	Business Communications			
Law Guides	RRC Health & Safety Law & Case Law Guide	Printed Only		
	RRC Environmental Law & Case Law Guide	Printed Only		
Overseas Courier (call for a quote if outside the UK)				
Total Fees Payable				

Step 8 - Method of Payment

1. I enclose my fees in full. Please make cheque/banker's draft payable to **RRC Training**

2. Please debit my MasterCard/Switch/Visa/Solo/Connect Card/American Express (Delete as appropriate)
(Note RRC cannot accept Visa Electron Cards)

No. _____ with the full fee. Card Expiry Date _____

3 Digit Security Code _____ Cardholder's Name _____

Cardholder's Signature _____

(Switch and Solo only) Issue No _____ Valid From Date _____

3. Please invoice my employer (UK Registered Companies Only)
Please attach Official Purchase Order/Letter of Authorisation

Thank you for choosing RRC Training

Please return your completed application form to: