



BMT COLLEGE

Business Management Training College of Southern Africa

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Private Bag X100, Bryanston, 2021

FRM5020_05 2010



Dear Student

The Programme you enrolled for may require certain textbooks. For your convenience you may order these textbooks directly from the College or you may acquire it from a bookstore such as *kalahari.net*. (<http://www.kalahari.net>)

If you wish to order your textbooks from the College, please complete the form below and submit it to the College as soon as possible to prevent any delay on your studies.

PLEASE NOTE: No textbook order will be processed until the **full payment** for the requested textbooks has been received.

Instructions on Completing the Textbook Order Form:

- Complete the Personal Details - **Section A (Compulsory)**
- Complete the Textbook Order Details - **Section B (Compulsory)**
 - ONLY complete **Quantity** for the Textbooks you wish to order.
 - Multiply **Price** with **Quantity** (how many textbooks you wish to order) to get the **Total**.
 - Add up the **Total** column for the **Total Amount Due**. *Example:*
- Complete the Credit Card Authorisation if you wish to pay by Credit Card - **Section C. (Optional)**
- Deposit the **Total Amount Due** in the College Bank Account using your student number as a reference.
Banking Details: Bank: Nedbank - Branch: Randburg - BranchCode: 1984 05 - Account Number: 1984 388 606
- This form must be Faxed to: 086 639 4687 **OR**
E-mailed to: info@bmtcollege.edu.za **OR**
Posted to: Private Bag X100, Bryanston, 2021.

TEXTBOOK ORDER FORM

Personal Information

A

Surname						
Title		Initials		Student Number		
Postal address <small>Where the Textbook(s) will be posted to:</small>						
					Postal Code	

Textbook Order Details :

B

Please select the textbook(s) you wish to order by completing the **Quantity** and **Total** columns:

Qualification	Prescribed Textbook	Publisher	ISBN	Price	Order	Total
Dip Human Resources	South African Human Resource Management - Theory & Practice	JUTA	0-7021-5845-3	R 495.50	<input type="checkbox"/>	
Cert Project Management	Project Management for Success	Heinemann	0-7962-0137-4	R 434.50	<input type="checkbox"/>	
Cert Management	Management Principles	JUTA	0-7021-7295-2	R 475.50	<input type="checkbox"/>	
Cert Management & Admin	Business Management: A Value Chain Approach	Van Schaik	0-627-02582-X	R 425.50	<input type="checkbox"/>	
					TOTAL AMOUNT DUE	R

Credit Card Authorisation

C

Only Complete this Section if you want the College to deduct the Total Amount Due in B above from your Credit Card

Account Holder Surname					Initials			Title			
Credit Card Number									Card Type		
Expiry Date		/			CCV Number :			<i>Last 3 numbers on back of card</i>			
Transaction Option	Straight		Budget		over	6	12	18	24	months	
Signature of Account Holder				Date				Declaration by Account Holder : I hereby grant BMT College permission to deduct the Total Amount Due in Section B from my Credit Card. (on behalf of the student as in A above).			
Account Holder ID Number											