

ABB UNIVERSITY SWITZERLAND

# Learning Center Mining, Aluminium and Cement Enrollment form

Personal details	To
Title / job function	ABB Switzerland Ltd.
First name	LC Mining, Aluminium and Cement
Last name	Segelhofstrasse 1K
Phone	5405 Baden-Daettwil / Switzerland
E-mail	E-mail <a href="mailto:minerals.training@ch.abb.com">minerals.training@ch.abb.com</a>
	Phone +41 58 586 86 23

Course details	Course number	From	To	Comments

**Visa details** You only have to fill in these details if you need a visa to travel to Switzerland.

Do you need a letter of invitation for a visa application?  Yes  No

Nationality \_\_\_\_\_

Date of birth \_\_\_\_\_

Passport number \_\_\_\_\_

Passport expiry date \_\_\_\_\_

**Travel and accommodation details**

Do you wish any assistance with the booking of accommodation?  Yes  No

**Note:** Any costs need to be borne by the customer directly.

Arrival date and time \_\_\_\_\_

Flight number \_\_\_\_\_

Departure date and time \_\_\_\_\_

Accommodation in price range  CHF 120-150  CHF 150-180  CHF +180

Company details	Company address	Invoicing address
Company name		
Street / number		
Postal code / town		
Country		
Phone (main)		
<b>For ABB companies only</b>	TCD	ETCD
(Please check with your financial department)	(e.g. 9AAV101146)	(e.g. 9AAV103604)
		CIT
		(e.g. CHIND)
		BU
		(e.g. 4108)

**Privacy notice**

ABB Switzerland Ltd. controls how your personal data is used, in accordance with this notice. We are using your personal data for contacting purposes only, based on your consent. We may share your personal data with ABB and non-ABB trainers inside and outside the EU. We will keep your personal data for 10 years. After this time, we will securely delete it. For more information about how we are using personal data and your legal right in relation to this personal data, please click here: <https://new.abb.com/privacy-policy>.

I consent to my data being processed as described in the privacy notice above.  
(You may unsubscribe at any time by clicking the link: [www.abb.com/privacy](http://www.abb.com/privacy).)

Please sign me up to receive details about further ABB University courses.

**Cancellation policy**

Except where otherwise stated, no fee is to be paid if the cancellation is received 21 calendar days prior to the start of the course. Thereafter 50% of the course fee is charged. For cancellation received up to 7 calendar days before the start of the course the full fee becomes due.

By returning this completed form you accept the general terms and conditions in our [General Information brochure](#) of ABB University Switzerland, i.e. in case of cancellations or deferrals a cancellation fee may be charged. Completed enrollment forms are treated like an official purchase order and are binding.

\_\_\_\_\_

Place and date Signature