

REGISTRATION FORM

Photo

Date:

National Banking Institute

Narayanchaur, Naxal, Kathmandu.

I would like to register my name for  Certification Course and my detail information are as under:

Name of Applicant			
Date of Birth (DD/MM/YY)		Male/Female <input type="checkbox"/>	
Name of BFI			
Corporate Position	Manager/Sr.	Manager/	
	Others		
Department			
Educational Qualification			
Banking Experience	Years		
JANBI Passed Year		NBI Membership No:	
Contact Address	Permanent:	Office:	
Contact phone No.		Mobile	
Email Address			

DECLARATION:

I have gone through the Rules and Syllabus of 'CANBI' (Chartered Associates of National Banking Institute) Advanced Banking Certification Course. I have clearly understood the eligibility criteria for the programs offered and agree to abide by NBI norms for the same. I declare that all information given and statements made in this application and also related attachments and enclosures are true to the best of my knowledge. I agree that if any information is found incorrect, my application and subsequent admission will automatically be cancelled and no money will be refunded. I am also aware that NBI may reject my application without assigning any reason whatsoever.

Note:

1. The Applicants are advised to retain Photocopy of the completed Application Form for their records
2. Please submit two passport size photographs along with the Application Form, with Name and Application No. written on the back of photograph.
3. Attach Photocopy of class Graduation certificate with mark-sheet. The original certificate must be presented.
4. Please pay Application Fees & course fee of Rs. 25000.00 (inclusive of VAT) at the time of submission through Cash/Credit Card/Demand Draft.
5. Please ensure that you collect your Invoice-cum-Receipt for all payments.
6. Please be informed about the code of conduct to be observed by the applicant, confirmation of this must be evidenced by signing on code of conduct submitted to NBI.

I shall abide by the rules and regulations of National Banking Institute applicable to CANBI Course.

_____ Signature of Applicant

For the use of National Banking Institute Ltd. Only			
NBI Membership No.			
Fee Charged			
Session		CANBI Registration No.	
Books Provided	1. Advanced Bank Management (ABM) 2. Bank Financial Management (BFM)		

Input by

Checked by

Approved by

DATE

CODE OF CONDUCT FOR THE CANBI PARTICIPANTS

- a. **Compliance:** Participants shall observe the highest standards of ethical and professional conduct, comply with relevant laws and regulations, promote a culture of professionalism within their organizations, and maintain the reputation of the banking profession and of the institute.
- b. **Integrity:** Participants shall act in a straightforward, honest and trustworthy manner and not knowingly mislead or deceive customers or others.
- c. **Objectivity:** Participants shall act impartially without allowing self-interest, biasness or conflict of interest to influence business decisions or judgments.
- d. **Respect:** Participants shall behave with courtesy and treat all customers, colleagues and others with respect and dignity.
- e. **Competence and Due Care:** Participants shall maintain professional knowledge and skills at a level needed for providing competent professional services to customers or employers based on the latest developments in practice, laws and standards, act diligently and discharge professional responsibility to the best of the participant's ability.
- f. **Confidentiality:** Members shall treat information acquired in the course of professional work with appropriate confidentiality and sensitivity and not use the information for personal advantage or any other party's benefit.

I fully agree with the code of conduct as mentioned above. In case of breach of conduct, NBI may take appropriate action.

Signature:

Name:

Date: