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| **Academy Prerequisites** |
| Only students enrolled in an undergraduate or graduate academic program at an SAP® University Alliance institution (Grand Valley is such an institution), are eligible to participate. This is an intense educational experience and it is essential that participants be proficient with business processes and SAP® ERP through one or more of the following:MGT 351 or BUS 610. |

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| **Total Costs** | **Fee** |
| **On or Before May 31, 2019** | **$1,300** |
| **After May 31, 2019** | **$1,400** |

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| Date  | Payment Deadlines |
| 4/1/19 | **$200 deposit or full payment to reserve a spot.Payments fully refundable up to 5/31/19.** |
| 6/30/19 | **Late-Registration balance due.****Payments refundable with a $200 penalty between 5/31/19 and 6/30/19.No refunds after 6/30/19.** |
| ALL deposits and fees are refunded in the event of the certification academy cancellation. |
| *Capacity of the academy is 45 participants. Applications will be received on a “first-come, first-serve” basis. To ensure your application and deposit are properly received, we encourage you to pay online and email the person designated on the application form. If the academy is full when your application is received, you will be able to join a waiting list. Preference will be given to Grand Valley students.* |

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| **Registration and Payment Requirements** |

Payment is accepted in the form of **online payment only.** Your application must be completed, saved and uploaded online as well. We will not accept any applications brought in or mailed with checks.

Robbi Osipoff

osipoffr@gvsu.edu

Management Department, Seidman College of Business, Grand Valley State University

L. William Seidman Center 3057, 50 Front Ave., SW

Grand Rapids, MI  49504-6424

Confirmation and details will be sent via e-mail after your application and deposit are received.

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| **Please Fill In The Registration Form Completely Before Printing** |

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|  Last Name: | Click here to enter text. | First Name: Click here to enter text. |
|  Permanent Address: | Click here to enter text. |
|  City: | Click here to enter text. | State: Click here to enter text. | Zip Code: Click here to enter text. |
|  Preferred Email: | Click here to enter text. |
|  Cell Phone: | Click here to enter text. |
|  University: | Click here to enter text. | Major: Click here to enter text. |
|  G # (GVSU): | Click here to enter text. |
| GVSU Email: | Click here to enter text. |  |
| Graduation Date: | Click here to enter text. | Anticipated Graduation Date: Click here to enter text. |
| **Classroom SAP Experience:** [ ]  MGT 268 [ ]  MGT 351 [ ]  MGT 471 [ ]  BUS 610[ ]  Other (explain below)

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|  Click here to enter text. |

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| **Do You Have Any Food Restrictions? Please Explain:** | Click here to enter text. |
| **Do You Have Any Additional Needs or Arrangements We Need To Know About? Please Explain:** | Click here to enter text. |



**More Information**

<http://www.gvsu.edu/erp/certification>

Call: 616.331. 7061

E-mail: erpprog@gvsu.edu

