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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, MGT 665, BUS 603, BUS 610, BUS 615. |

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| **Total Costs** | **Fee** |
| **On or Before May 31, 2018** | **$1,095** |
| **After May 31, 2018** | **$1,195** |

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| **Date**  | **Payment Deadlines** |
| **4/30/18** | **$200 deposit to reserve a spot.Balance due by 5/31/18.Payments fully refundable up to 5/31/18.** |
| **5/31/18** | **Balance of fees due.** |
| **6/30/18** | **Payments refundable with a $200 penalty between 5/31/18 and 6/30/18.No refunds after 6/30/18.** |
| **ALL deposits and fees are refunded in the event of the certification academy cancellation.** |
| *Capacity of the academy is 29 participants. Applications will be received on a* ***“first come first served”*** *basis. To ensure that your application and deposit are properly received, we encourage you to hand deliver them to the person designated in the application form. If the academy is full when your application is received, you will be placed on a waiting list. Unlike in past years, it is doubtful that we can accommodate more than 29 participants. Preference will be given to Grand Valley students.* |

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| **Registration and Payment Requirements** |

Payment is accepted in the form of **check** or **money order** (no cash). Write "SAP Certification” with “Your Name” on the check memo line. **Print** the completed form and submit **with** payment payable to Grand Valley State University to.

Jane Bearinger

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. |
|  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 [ ]  BUS 603 [ ]  BUS 615 [ ]  MGT 665[ ]  Other (explain below)

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|  Click here to enter text. |

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| **Office Use Only** |
| Received By: |  | Received Date: |  | Check Number: |  |
| Logged By: |  | **Logged On:** |  |



**More Information**

<http://www.gvsu.edu/erp/terp10>

Call: 616.331.6402

E-mail: erpprog@gvsu.edu