



## GROW YOUR BUSINESS AND YOUR VALUE

Let Knowledge Bureau help you and your team improve your knowledge so you are at the top of your game!

**Sign up by March 15!  
and avoid Tuition Fee Increases.**



## Knowledge Bureau 24/7 Self-Study Courses

Three ways to expand your professional expertise, or train your team:

1. [Single Certificate Courses](#) (our newly updated online courses take only 30 hours)
2. [Diploma Program](#) (take three courses and expand your skillsets)
3. [Designation Program](#) (six courses will demonstrate your mastery in your field)

**Choose your Distinguished Financial Advisor or your Master Financial Advisor program:**

- [Tax Services Specialist](#)
- [Bookkeeping Services Specialist](#)
- [Business Services Specialist](#)
- [Real Wealth Management Specialist](#)
- [Retirement Income Specialist](#)
- [Succession and Estate Planning Specialist](#)

Learn more about our courses and our live learning opportunities at [knowledgebureau.com](http://knowledgebureau.com). You can also see a course list and ways to **save on future tuition fee increases** on reverse.

Contact us for a personalized educational consultation today at 1-866-953-4769 or [registrar@knowledgebureau.com](mailto:registrar@knowledgebureau.com).



\*The MFA™, DFA-Tax Services Specialist™ and DFA-Bookkeeping Services Specialist™ are registered certification marks of Knowledge Bureau™



# Registration Form: Online Courses

TOLL-FREE: 1-866-953-4769 EMAIL: registrar@knowledgebureau.com

For full curriculum details and online registration see knowledgebureau.com

## NEW STUDENTS

### STEP 1: Identification

Name	Company	Returning Student ID #
Address	City	Province
Postal Code	E-Mail	Referred by
Phone with Area Code	Fax	Current Designations/ Licensing

**Study Time:** Start within 1 months of registration. Plan to spend 10 to 15 hours per month on your course.

**Each Certificate Course:** Complete in 3 months from start date.

**Diploma Program:** Take up to 9 months.

**Designation Program:** Take up to 18 months.

**Extension Fee:** \$99/month.

### STEP 2: Choose Your Courses - 30 hours each

- DFA-Tax Services Specialist™**
  - T1 Professional Tax Preparation – Basic
  - T1 Professional Tax Preparation – Advanced
  - T1 Professional Tax Preparation – Proprietorships
  - Final Returns on Death of a Taxpayer
  - Cross Border Taxation
  - Tax Strategies for Financial Advisors
- DFA-Bookkeeping Services Specialist™**
  - Basic Bookkeeping for Small Businesses
  - Advanced Bookkeeping for Multiple Businesses
  - Advanced Payroll
  - Advising Family Businesses
  - Debt and Cash Flow Management
  - Managerial Accounting
- MFA-Business Services Specialist™**
  - T2 Corporate Tax Preparation for Micro Businesses
  - T2 Corporate Tax Preparation for Small Businesses
  - Fundamentals of Succession Planning
  - Tax Planning for Corporate Owner-Managers
  - Business Valuation for Advisors
  - Accounting for Business Growth and Transition
- MFA-Real Wealth Management Specialist™**
  - Elements of Real Wealth Management
  - T1 Professional Tax Preparation – Basic
  - T1 Professional Tax Preparation – Advanced
  - Tax Strategies for Financial Advisors
  - Business Valuation for Advisors
  - Final Returns on Death of a Taxpayer
- MFA-Retirement Income Specialist™**
  - Elements of Real Wealth Management
  - Advanced Tax-Efficient Retirement Income Planning
  - Insurance Strategies for the Small Business Owner
  - Portfolio Risk Management in Retirement
  - Cross Border Taxation
  - Tax Strategies for Financial Advisors
- MFA-Succession and Estate Planning Specialist™**
  - Fundamentals of Succession Planning
  - Advising Family Businesses
  - Insurance Strategies for the Small Business Owner
  - Business Valuation for Advisors
  - Final Returns on Death of a Taxpayer
  - Investment Strategies in Charitable Giving

These courses are newly updated to the latest Budget, Tax and Economic changes.

NOTE: It is possible to vary course selections. Call us for a consultation.

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### STEP 3: Choose Your Payment Option

#### Plan A: Tuition – Full Payment: SAVE THE MOST!

Save \$1200 when you enter the Designation program or \$300 when you enter the Diploma Program.	Regular Tuition Fees	Until March 15 only	SAVE!	Plan #
<input type="checkbox"/> Designation Program 6 courses - 180 CE/CPD credits	\$4770	\$3570	\$1200	A
<input type="checkbox"/> Diploma Program 3 courses - 90 CE/CPD credits	\$2385	\$2085	\$300	B
<input type="checkbox"/> Certificate Program One course - 30 CE/CPD credits	1 x \$795	\$795	N/A	C
<input type="checkbox"/> Hard Copy Textbook	# Courses x \$85	\$ _____		D

\*Alumni–use this rate for your next course, unless you continue in the Designation Program.

#### Plan B: Tuition – EZ-Pay Student Financing

Note: Hard Copy – Pay in Full Only (see D above)	Total Tuition plus finance fee of \$25 per course	Pay Now	Plan #	Monthly Payments *Add taxes to 1st payment
<input type="checkbox"/> Designation Program	\$3720	\$295	E	12 x \$285.50
<input type="checkbox"/> Diploma Program	\$2160	\$295	F	6 x \$311.00
<input type="checkbox"/> Certificate Program	\$820	\$295	G	2 x \$262.50

Note: Taxes Extra, Prices Subject to Change Without Notice

#### Payment Plan Worksheet

Plan A: Tuition - Full Payment

Plan B: Tuition - EZ-Pay Student Financing

FULL PAY TUITION FEE PLAN – PAY NOW: (A, B, C, D) \$ \_\_\_\_\_

EZ-PAY PLAN (1st payment only): (E, F, G) \$ \_\_\_\_\_

SUBTOTAL \$ \_\_\_\_\_

GST/HST (885004713RT001) \$ \_\_\_\_\_

**TOTAL DUE NOW:** \$ \_\_\_\_\_

Monthly charges will begin on the 15th; there is a \$45 fee for credit card declines. All taxes extra. For Refund Policy, visit www.knowledgebureau.com

#### Choose a Payment Method

Cheque/Money Order

Credit Card  Visa  MasterCard  Amex

Card Number \_\_\_\_\_

Expiry Date \_\_\_\_ / \_\_\_\_ Amount \$ \_\_\_\_\_

Name on Card \_\_\_\_\_

Signature \_\_\_\_\_

Mail to: Knowledge Bureau, 187 St. Mary's Road, Winnipeg, MB R2H 1J2

I agree to receive update notifications by Knowledge Bureau Report, email, invitations to workshops to support my studies, and transcripts on my progress as a student with Knowledge Bureau.