



SOCIETY OF ACTUARIES

Registration Form for Professional Development (PD) Business Skills e-Courses

I have previously registered for events with the SOA Yes No

Date of Birth

month day year

Last Name/Family Name

First Name

Middle Name

If a different name was used on a previous application, print it here:

Mailing Address section with fields for Organization Name, Street or P.O. Box, City, State/Province, ZIP/Postal Code, Country, Daytime Telephone, and E-Mail (Required).

Table with 2 columns: e-Course Code and E-Course Title (select up to 5 courses)

(see page 2 for Course Codes and Titles) Total Amount Due: \$240

Candidates paying by credit card are encouraged to use online registration. Forms may also be faxed to: 847.273.8529. Registration form and payment should be sent in the same envelope. Mail check or money order payments to: Society of Actuaries, P.O. Box 95600, Chicago, IL 60694-5600 U.S.A. Courier check or money order payments to: Society of Actuaries, c/o Customer Service, 475 N. Martingale Road, Suite 600, Schaumburg, IL 60173 U.S.A.

If paying by credit card, please indicate the card: American Express, MasterCard, Visa. Account Number, CVV2 Number (Required), Exp. Date, Cardholder's Name, Cardholder's Signature (Required), Cardholder's Billing Address (if different from registrant's).

e-Course Code	e-Course Title
OTSCOMM19A01	Business Writing: Know Your Readers and Your Purpose
OTSCOMM19A02	Business Writing: How to Write Clearly and Concisely
OTSCOMM21A01	Interpersonal Communication: Communicating with Confidence
OTSCOMM21A03	Interpersonal Communication: Listening Essentials
OTSCOMM21A04	Interpersonal Communication: Communicating Assertively
OTSCOMM21A05	Interpersonal Communication: Being Approachable
OTSCOMM22A01	Workplace Conflict: Recognizing and Responding to Conflict
OTSCOMM24A04	Negotiation Essentials: Persuading
OTSCOMM27A01	Getting Results without Direct Authority: Building Relationships and Credibility
OTSCOMM27A02	Getting Results without Direct Authority: Persuasive Communication
OTSCOMM27A04	Getting Results without Direct Authority: Influencing Your Boss
OTSLEAD05A01	Leadership Essentials: Motivating Employees
OTSLEAD05A02	Leadership Essentials: Communicating Vision
OTSLEAD05A03	Leadership Essentials: Building Your Influence as a Leader
OTSLEAD05A04	Leadership Essentials: Leading with Emotional Intelligence
OTSLEAD05A06	Leadership Essentials: Leading Innovation
OTSLEAD05A07	Leadership Essentials: Leading Change
OTSMGMT15A01	Management Essentials: Directing Others
OTSMGMT15A03	Management Essentials: Developing Your Direct Reports
OTSMGMT27A01	Delegation Essentials: An Introduction to Delegating
OTSPD15A01	Building Trust
OTSTEAM02A01	Being an Effective Team Member
OTSTEAM03A01	Leading Teams: Launching a Successful Team
OTSTEAM0A04	Leading Teams: Building Trust and Commitment
OTSTEAM03A05	Leading Teams: Fostering Effective Communication and Collaboration
OTSTEAM03A07	Leading Teams: Dealing with Conflict
OTSTEAM03A08	Leading Teams: Managing Virtual Teams