



## PERSONAL BRANDING AND SALES SUCCESS OVERALL CERTIFICATE FORM

**Submit this form in person or by mail to:** UT Arlington Continuing Education 140 W. Mitchell, Arlington, TX 76019 M: 817-272-2581 [cedregistration@uta.edu](mailto:cedregistration@uta.edu)

**Status of Processing:** Certificate request forms will be processed within ten business days of receipt. If you do not receive a receipt of confirmation within this time frame, contact our office at 817-272-2581. All certificates will be sent via email and shipped via USPS.

**Application Information:** Students must complete all program requirements prior to submitting this application. Students will be provided with both a paper and a PDF copy of the certificate of completion.

### STUDENT INFORMATION

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

### CERTIFICATE REQUIREMENTS (5 Courses)

\_\_\_\_\_ Introduction to Sales and Customer Engagement

\_\_\_\_\_ Branding Essentials for Business Success

\_\_\_\_\_ Professional Communication and Presentation Skills

\_\_\_\_\_ Sales Communication and Negotiation Techniques

\_\_\_\_\_ Capstone: Building Your Sales and Branding Strategy



**FEE & PAYMENT**

| Item  | Price   |
|---|---------|
| Application Fee: Includes paper and PDF certificate | \$50.00 |

Charge To:

\_\_\_\_\_ Visa    \_\_\_\_\_ Master Card    \_\_\_\_\_ Discover    \_\_\_\_\_ American Express

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

Expiration: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

**OFFICE USE ONLY**

| Processed                               | Date | Completed By |
|---|------|--------------|
| Received                                |      |              |
| Payment Received                        |      |              |
| Reviewed                                |      |              |
| Mediation Practicum<br>Records Received |      |              |
| Certificate Emailed                     |      |              |
| Certificate Mailed                      |      |              |

Notes: