

Booking Conditions and Information

Safety Net Associates Limited requires course registration to be confirmed in writing if valid purchase order number are required by the client at least one month in advance of the course

All UK Public Courses will be held in our BTEC Centres throughout the UK

Essential information and course instructions will be sent to the delegate on receipt of registration.

Travel and Accommodation is the responsibility of the student and is not included in the price of the course unless stated and requested.

Payment

Payment of the full course fee is required 30 days from the booking invoice date.

The course fee covers training, course materials, certification and refreshments during the day.

Cancellation

Cancellation by the client will be subject to cancellation charges as follows:

Before the start of the term - 75% of the course invoice.

During the term - 100% of the course invoice.

Safety Net Associates Limited reserves the right to cancel or reschedule a Public Course and in these situations every effort will be made to accommodate students on an alternative course or refund payment in full.

Transfers

Should circumstances mean that you need to transfer to another tutorial training day to complete your qualification the following charges will apply dependent on notice given:

- With National BTEC Centre agreement prior to tutorial training dates- £25.00 administration fee;

- Without National BTEC Centre agreement - £75.00 administration fee.

NB. Free transfers can be arranged with prior agreement with the National BTEC Centre please call 0845 299 7144. Subsequent transfers will also incur a fee. All transfers must be taken within a period of six months from the original qualification course date

Non-attendance

If you do not attend any part of our qualifications, and have not previously informed us, the full qualification

fee remains payable.

Late arrivals / missed sessions

If you arrive late for a course or are absent from any session, we reserve the right to refuse to accept you for the qualification if we feel the student will gain insufficient knowledge or skill in the time remaining. In all such cases, the full qualification fee remains payable. To conform with the awarding bodies (Edexcel) requirements for certificates, attendance at all sessions is mandatory.

Copyright

It is acknowledged that all intellectual property rights, including copyright, remain the sole property of Safety Net Associates Limited and any tape recordings or copies made of course materials will be an infringement of copyright unless agreed in advance and in writing by Safety Net Associates Limited.

All information provided by Safety Net Associates Limited is given in best faith and we will not be held responsible for actions taken by the Client, any other individual or organisation as a result of the information provided during the training course.

If you need further information please contact us on 0845 299 7144 or [email](#) us.