



	FOR OFFICE USE
DATE	: _____
TOTAL	: _____
DEPOSIT	: _____
DUE DATE	: _____

REGISTRATION

A. STUDENT DETAILS:

NAME : _____

SURNAME : _____

ID NUMBER : _____

CONTACT : _____

EMAIL : _____

SUBJECT : _____

DO YOU HAVE ANY PREVIOUS EXPERIENCE IN THE SUBJECT YOU ARE LEARNING? **YES / NO**

DO YOU KNOW HOW TO OPERATE A WINDOWS OR MAC COMPUTER? **YES / NO**

HAVE YOU STUDIED WITH US BEFORE? **YES / NO**

WOULD YOU LIKE TO RECEIVE NEWS/SPECIALS/ TUTORIALS FROM US VIA EMAIL? **YES / NO**

HOW DID YOU FIND OUT ABOUT US?

FRIEND NEWSPAPER INTERNET OTHER

IF OTHER PLEASE SPECIFY : _____

B. ACCOUNT PAYER DETAILS:

NAME & SURNAME : _____

CONTACT NUMBER : _____

EMAIL : _____

C. Declarations of Intention

I, a. _____ (Name of **Course Participant**)

b. _____ (Name of **Account Payer**)

Confirm that upon acceptance of this Contract of Enrolment I shall be bound by the Terms and Conditions as set out herein, the content of which I have read and understood; (PAGES 3+4)

Signature of **Course Participant** : x_-----

Signature of **Account Payer** : x_-----

Acceptance : _____ Date: _____
For and on behalf of Web Design Academy

D. Terms & Conditions

Terms and Conditions of Enrolment at Web Design Academy (hereinafter referred to as “Web Design Academy”)

By acceptance to Web Design Academy and where the Course Participant has entered upon studies at Web Design Academy pursuant to the contract entered into between him/ her and Web Design Academy, the Course Participant, Lawful guardian and/or sponsor shall, together with the Course Participant, be liable jointly and severally for the due fulfilment of all terms of the Contract of Enrolment. The Course Participant, lawful guardian and/or sponsor are herein collectively referred to as the “Course Participant”.

1. The Course Participant will comply with all the rules and regulations of Web Design Academy as may be laid down from time to time with the intent and purpose of entering the highest possible academic standard and the best creative results from the whole course participant body.
2. A minimum of 3 course participants is required for the course to commence. Web Design Academy will notify students well in advance if any course will be cancelled.
3. A 50% deposit is required in order to book your course. The final 50% payment must be cleared in our account before your course starts. Please remember that EFT payments can take up to 3 business days. Students will not be allowed in class before full payment.
4. In the event of any fees due by a Course Participant being unpaid on due date Web Design Academy reserves the right to suspend the training for the Course Participant in arrears with the payment. The suspension of the training does not affect this Contract of Enrolment and particularly nor the Course Participant’s obligation to payment of the tuition fees due.
5. In the event of any proceedings being instituted by Web Design Academy against the Course Participant then, by the signature hereto, the Course Participant consents, in terms of Section 45(1) of Magistrate’s Court Act No 32 of 1994, as amended from time to time, to any proceedings which may be instituted in the Magistrate’s Court which has jurisdiction in terms of Section 28(1) of the Magistrate’s Court, as so amended, notwithstanding the amount of the claim.
6. The Course Participant shall be liable for all legal costs and charges on an attorney and client scale incurred by Web Design Academy, as well as all tracing costs, collection costs, and any other disbursements which are incurred in recovering monies which may at any time be owed by the Course Participant to Web Design Academy.
7. Course Participants will not receive attendance certificates unless account is paid up in full.
8. All course prices are including VAT.
9. No reservation is confirmed until the enrolment fee is paid in full.
10. If a course is cancelled by Web Design Academy registered Course Participants will be offered to transfer to another course. Web Design Academy shall not be liable for any other consequential loss.
11. Cancellation of registration by a Course Participant should be made in writing, by email or hand delivered at least 5 working days before the course starts, then students may provide a substitute or reschedule. Please note that we do not offer refunds.
12. There will be no refunds or option to reschedule if cancellations are less than 5 working days before the course commences.
13. Registered Course Participants who cannot attend may, in writing, provide a substitute or reschedule.
14. Should a Course Participant fail to arrive for the course, he shall not be entitled to claim any reimbursement and the full course fee will be charged.
15. In the event of any Course Participant desiring to terminate studies, for any reason whatsoever, this shall not absolve the Course Participant from full liability for the payment of fees and any other charges.
16. All courses will start at 09:00am unless otherwise specified. Web Design Academy cannot wait for late students.

17. The Course Participant's failure to attend lectures for whatever reason shall in no way entitle him/her to a reduction in fees, nor will it absolve him/her or the other Course Participants to this document from full liability for the payment of fees and other charges.
18. No cancellation of this contract shall be of force or effect without written consent thereto by Web Design Academy;
19. The Course Participants hereto accept that Web Design Academy shall have the right to vary the course syllabus at any time, without prior notification and without furnishing reasons therefore. Web Design Academy shall further have the right to alter timetables and course commencement dates where necessary;
20. Web Design Academy shall have the right at its sole discretion, to cancel tuition in any course or subject initially advertised and offered, on the basis of insufficient demand. Web Design Academy further reserves the right to combine classes of a similar academic level and content;
21. The Course Participant hereby indemnifies Web Design Academy against any risk, loss or damage of whatsoever nature or kind arising out of any claim, which may be preferred against Web Design Academy as a result of any happening of whatsoever nature or kind which may take place on the premises of Web Design Academy, or in connection with the affairs and activities of Web Design Academy in which the Course Participant takes part. Neither Web Design Academy nor any official employee or representative of Web Design Academy acting in his/her capacity as such shall be liable for any damage arising out of the death, bodily harm, loss of health or illness of any Course Participant howsoever caused.
22. Furthermore the Course Participant hereby holds Web Design Academy free from any claim of whatsoever nature or kind arising out of any loss or damage which may be suffered by the Course Participant whilst on the premises of Web Design Academy or in connection with the activities of Web Design Academy, arising from any cause whatsoever. Neither Web Design Academy nor any official employee or representative of Web Design Academy acting in his/her capacity as such shall be liable for any damage to any property owned by or in the custody of any Course Participant, howsoever caused.
23. The Course Participant hereby indemnifies Web Design Academy against any claim made against Web Design Academy in respect of any damages arising out of the fault of the Course Participant.
24. The Course Participant shall be responsible to pay for all damage or loss caused by the Course Participant to any property of Web Design Academy or any other person lawfully on the premises of Web Design Academy.
25. The Course Participant accepts that any productions, including film, video, sound tracks, writings, recordings or any other products emanating from Course Participant endeavours during any course at Web Design Academy, shall vest in Web Design Academy to whom all copyrights and ownership therein shall belong and without whose written permission no use may be made for broadcast or any other purpose.
26. No warranty or representation express or implied or variation of this Contract of Enrolment shall affect the terms hereof unless such warranty of such representation or variation shall be reduced to writing under the hands of the parties hereto.
27. The terms of this Contract of Enrolment shall cancel and supersede the terms and conditions of all prior negotiations, documents, letter or verbal communications between the parties hereto with the intent and purpose that the terms and conditions thereof shall be deemed to constitute the sole memorial of the Contract of Enrolment between the parties.