

Terms and Conditions

LED Training & Education



Introduction

These terms & conditions apply to your application for your training course. The following will outline your obligations as a student and our obligation to you.

Booking a course

- 1 All bookings must be accompanied by a 'Course Booking Form' and a non-refundable deposit.
- 2 Bookings made on your behalf by your employer must be accompanied by an official order and your 'Course Booking Form'.
- 3 Outstanding balances must be paid one calendar month before the course start date.
- 4 Your application does not guarantee a place. LED will confirm to you if your booking has or has not been successful.

Cancellations

- 1 4 weeks or more notice prior to the course – you will get a full refund less the non-refundable deposit.
- 2 2 weeks notice prior to the course – 50% refund less the non-refundable deposit.
- 3 Less than 2 weeks or non-attendance – no refund.

Transfers

- 1 4 weeks or more notice prior to the course – transfer fee of £50 applies.
- 2 Less than 4 weeks notice – no transfer.
- 3 With a medical certificate at anytime – transfer fee of £50 applies.
- 4 All transfers must be made within one year of original booking.

Assessment

- 1 Deferral of assessment at time of booking – no fee applicable if notification is received with your booking.
- 2 7 days or more notice prior to assessment day – deferral fee of £50 applies.
- 3 With medical certificate at anytime – £50 administration fee.
- 4 Non-attendance or no notification – Re-assessment fee of £100 will be payable.
- 5 Each learner is entitled to one reassessment as part of the course fee. Further reassessments are charged at £50 a time.

Certification

Certificates will not be issued if any fees are outstanding.

Course cancellation

Should LED need to cancel or change any course dates, we will notify you by post and/or telephone. You will be entitled to a full refund or free transfer to another course.