



COURSE DETAILS

Course enrolling for: _____

Starting date (Please see schedule): _____

Amount of Course: _____ due 2 weeks before starting date.

Administrator Section

Model Required: Yes No Course Date: _____

Times: _____

LEARNER DETAILS

Full Name/s & Surname:
(as stated on your ID Document) _____

ID/Passport Number: _____

Nationality: _____

Contact Number: _____ Alternative Contact Number: _____

Email Address: _____

Date of Birth: DD/MM/YYYY _____ Age: _____ Male/Female: _____

Race (Please tick): African White Coloured Indian Other

Residential Address _____
Code _____

Suburb: _____

Region: _____

Disabilities / Medical Conditions: _____

Name of Next of Kin: _____

Contact Number: _____ Relation to Learner: _____



SPONSOR/PARENT/GUARDIAN/OTHER DETAILS:

Full Name/s & Surname:

(as stated on your ID Document) _____

ID/Passport Number: _____

Contact Number: _____

Alternative

Contact Number: _____

Email Address: _____

Relation to Learner: _____

By signing below the learner and/or sponsor/parent/guardian/other agree the above information is correct:

Learner Signature: _____

Date: _____

Sponsor/Parent/
Guardian/Other
Signature _____

Date: _____

PART TIME TERMS AND CONDITIONS OF THE CONTRACT AGREEMENT:

The learner and sponsor are required to adhere to the payment procedures and policies unless a prior arrangement has been made between the Learner/Sponsor and i-Spa Beauty Academy.

1. The learner and/or sponsor are bound by contract to pay for the learner's course fees in full at least 2 weeks before the course commences unless stated by the Administrator.
2. The full amount covers the kit cost as well as secures the learner's place in the course.
3. No Part Time learner will be allowed to start the course if payment is not done in full by the commencement day of the course.
4. Lessons missed will not be repeated and it is the learner's responsibility to catch up the work missed on their own unless the learner has a valid reason as to why he/she was absent (i.e. doctor's note, funeral (death certificate) or other). The Assessor in charge will make the necessary arrangements should the lesson(s) need to be repeated.
5. School fees are inclusive of the following: Course Manual and Kit, t-shirt (not included in 1 or 2 day lessons), i-Spa Beauty Academy Theory and Practical Assessments.
6. School fees do not include the following: Full Time Uniform, International Examinations (only offered to Full Time courses), stationery, towels, photo copies, compilation of case studies.
7. i-Spa Beauty Academy reserves the right to change course syllabus, lecture times and learner fees as well as admission policies.
8. Certification and final results will not be issued until the course has been completed and full payment has been made.
9. No variation, alteration or consensual cancellation additional to the contract shall be binding upon the learner and i-Spa Beauty Academy, unless reduced to writing and signed by both the learner and i-Spa Beauty Academy.
10. Payment can be done via Credit Card, EFT, or Cash. The learner's full name and surname should be used as a reference.



11. The banking details are as follows: Account name:
Dream Inventions trading t/a i-Spa
Nedbank (current)
Acc no: 1988 433 568
Branch: Krugersdorp (198841)
12. Proof of Payment must be sent to **training@i-spa.co.za**. This is mandatory and without proof the learner will not be able to commence the course.

Part Time Cancellation Terms and Conditions of the Contract Agreement:

1. If the learner has paid the course fee in full and wishes to cancel the contract before the start date of the course, this must be done in writing a minimum of 7 days before the 1st day that the course is due to start. The full amount paid will be refunded. If the learner has paid the course fee in full and cancels within 7 days of the start of the course, a 50% cancellation fee will be charged. The balance will be refunded.
2. If the learner wishes to withdraw from the course at any stage after the course has started this must be done in writing. The amount will not be refunded but can be used towards rebooking the same course or another part time course.

Pregnancy Terms and Conditions of the Contract Agreement:

1. Due to risks involved with handling aromatherapy oils and the possible physical limitations whilst pregnant, should a student be currently pregnant or becomes pregnant during the course of their studies, please advise the school administrator as soon as possible. Such information will be kept confidential.
2. The School may insist that certain "practical's are not done whilst pregnant.
3. Standard policies apply for any missed classes and exams or should the learner decide not to continue their studies due to becoming pregnant or is pregnant, standard cancellation policies apply.

The Learner and Sponsor fully understand and agree to the above terms and conditions.

Learner Signature: _____ Date: _____

Sponsor/Parent/
Guardian/Other
Signature _____ Date: _____

Please attach a certified copy of your ID/Passport to this form.

