



PET SENSE COLLEGE

BE BETTER FOR THEM
A Compass Education And Training UK Partner

Course Registration Form

(Please fill this form as neatly as possible, as your certificate information is taken from this document and initial each page)

Course applied for			
Select delivery option: Please tick.	<input type="checkbox"/>	E-version – emailed	
	<input type="checkbox"/>	Hard copy (Aramex door delivery) Add R150 ex VAT per module, for this service. Please ensure you provide an address where someone is available to sign for the documents	
Student Surname			
Student First Name			
Id Number			
Physical Address(please include area code for hard copy delivery)			
Email Address			
Contact Number			
Occupation			
Where did you hear about the course?			
Select your payment option:			
Fully course includes all modules and registration fees		Payment per module Pay the registration fee (R1750) and 1 st module (see website for price) to get started, thereafter pay for the remaining modules only, as you complete each one. (You have up to 4 months to complete each module.	Installments Pay registration (R1750) and 1st module upfront. Thereafter a minimum of R500 per month is allowed. Module must be paid up before release.
Payment method and amount in Rands (all prices include VAT):			
EFT: Pet Sense College FNB Chq Acc: 6254 207 4612 Branch: Universal code NB USE THE STUDENT'S NAME AS A REFERENCE TO AVOID DELAY IN PROCESSING PAYMENTS			
Paypal Pay to: celia@petsensecollege.co.za International Transfer: Swift/ sort code: FIRNZAJJ			

Terms and conditions:

Refunds Policy

In accordance with South African legislation on distance selling any claim for a refund must be made within 30 days of registration. Thereafter no refunds will be given.

On the rare occasions that a student's circumstances change dramatically, and a student cannot continue their studies, Pet Sense College, at the sole discretion, may reward a refund, after 30 days, subject to the following conditions:

1. Registration fees paid in respect of Pet Sense College, and other awarding bodies are not refundable.
2. No module notes or books are returnable.
3. Any module notes provided will be charged at a rate appropriate to the price band for the course, prices available on request.
4. Any module that has had work submitted for marking will be deemed to have been completed (even if returned for re-submission) and charged at the full rate.
5. Any bank charges related to payments received or collected will be deducted from any refund awarded. The right is reserved to levy an administration charge in all cases.
6. Any student wishing to change course will be able to transfer any funds paid (subject to conditions 2-6) at any stage within 6 months of the despatch of their first module. They will be required to re- register.
7. Delivery of the hard copy is sent via Aramex courier. The fee of R150 ex VAT is per module.

It should be emphasised that claims for refund are **very** rare (less than 1 in 300 registrations at the last count) and these are usually due to the student's circumstances changing dramatically as would be the case in serious long term ill health. Before asking for a refund after the 30-day period students are reminded that they have bought a product which, like any other product, cannot be returned for a refund after 30 days simply because you have decided that it no longer suits your requirements.



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Restart policy

There are limits to how long a student can take over their course subject to the following conditions:

1. A maximum period of 4 months is allowed to complete and submit a module. Students may request an extension. The college will evaluate the request and either allow or disallow at its own discretion.
2. The deadline date starts when the student receives their module. Once a submission has been handed in, the deadline starts from the time the student receives their work back from the tutor. This deadline is not dependent on time of payment for the next module.
3. Your registration with the college will be deemed lapsed, should more than 4 months pass since registration or your last submission. A Re-registration fee of R875,00 will be payable to continue.
4. If paying by the module, current prices will be applied to the remainder of outstanding modules.
5. If paid in full a pro-rata module fee may be added to account for any price differences at the date of restart.
6. If fully paid and a restart is not requested the student is entitled, on request, to receive all remaining modules of the course concerned. Once dispatched a later restart is not possible.
7. If a period of more than 12 months has passed since work was submitted (or registration date if no work has been submitted) then restarting is at the discretion of Pet Sense College and students will be required to register as a new student.
8. Only one restart is permitted per course.
9. If it is necessary to re-send a copy of module notes a charge will be levied to cover costs incurred.
10. Course levels 2 to 4 have a maximum of 3 years for completion. Course level 5 has a maximum of 6 years for completion. This includes all extensions and payment delays. Should this time expire, it is at the discretion of Pet Sense College to allow the student to continue studies. A re-registration fee may be required, and the above terms apply.

I hereby understand and accept the above Terms and Conditions by signing this acceptance

Accepted By:

Full Name _____

ID No: _____

Date: _____

Signature: _____

Authorised Guardian for a minor:

Full Name: _____

Date: _____

Signature: _____

Email to: registration@petsensecollege.co.za