

THE EAVES

Counselling and Psychology

Terms and Conditions for Course Enrolment

By enrolling in our course, you agree to the following terms and conditions:

1. Eligibility Requirements

- **Age Requirement:** Students must be at least 18 years old to enrol in the course.
- **Prerequisites:** Some courses may have prerequisites, such as prior knowledge, skills, or qualifications. These will be specified in the course description and must be met prior to enrolment.
- **Language Proficiency:** Students must have a basic understanding of the language in which the course is taught (e.g., English) to fully participate and complete course activities.
- **Technical Requirements:** Students must have access to the necessary hardware, software, and internet connection to participate in online or in-person learning activities.

2. Enrolment Process

- **Step 1: Application:** To begin the enrolment process, students must complete the online application form, providing accurate personal and payment details.
- **Step 2: Payment:** Upon acceptance of your application, students must follow the outlined payment plan. Full payment or a deposit may be required to secure your place.
- **Step 3: Confirmation:** Once payment is processed and confirmed, students will receive an enrolment confirmation email along with course details, including start dates, course materials, and schedule.
- **Step 4: Access:** Students will be granted access to course materials, resources, and communication platforms upon course commencement.

3. Enrolment and Payment Plan

- Upon enrolment, students must follow the payment plan as outlined by The Eaves Academy. Failure to adhere to the agreed payment schedule may result in suspension or termination of course access.
- Payments must be made on time as per the agreed terms. Any late payments may incur a fee, and continued non-payment may result in exclusion from the course.

4. Acceptable Behaviour

- Students are expected to demonstrate respectful, professional, and inclusive behaviour towards fellow participants, instructors, and staff. Discriminatory or abusive language and actions will not be tolerated.

www.theeaves.org.uk

The Lodge, Catteshall Mill, Catteshall Road, GODALMING, Surrey, GU7 1NJ / 01483 418245

3 Paris, Parklands, Railton Road, GUILDFORD, Surrey, GU2 9JX / 01483 917000

2 Maritime House, The Hart, FARNHAM, Surrey, GU9 7HW / 01252 820225

32 West Street, HASLEMERE, Surrey, GU27 2AB / 01428 771188

The Eaves Counselling and Psychology Limited Head Office: 2 Maritime House, The Hart, Farnham, Surrey, GU9 7HW. Registered in England Number: 08739646

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- Any behaviour deemed disruptive or harmful to the learning environment may lead to removal from the course without refund.

5. Inclusivity

- The Eaves Academy is committed to creating an inclusive and supportive learning environment for all students, regardless of race, gender, sexual orientation, religion, disability, or background.
- All students must respect the diverse backgrounds and perspectives of others. Any form of harassment or discrimination will result in disciplinary action.

6. Refunds

- Refunds are only provided in the event that the course is cancelled by The Eaves Academy. If the course is cancelled, students will be refunded in full, including any payments made.
- If you choose to withdraw from the course for personal reasons, partial refund will be considered on a case-by-case basis. Final decision will be decided and communicated with two weeks of notice.

7. Course Changes

- The Eaves Academy reserves the right to make changes to the course schedule, content, and instructors. If significant changes are made, students will be notified in advance.

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