



# Terms and conditions

- > All proof of entitlement must be current at the time of enrolment.
- > All students over 18 pay their exam fees in full at the time of enrolment unless eligible for fee remission.
- > You have the right to cancel your enrolment and receive a full refund of any fees paid if we receive written notice up to seven working days from the day after that of your enrolment. However, if after commencement of the course you wish to withdraw and receive a refund this may only be granted on production of a medical certificate.
- > A refund of fees will be given if a class is closed by Southport College.
- > You must enrol on a course prior to its commencement during an enrolment period. Southport College reserves the right to withdraw or amend courses, entry requirements, fees and details included in this publication.
- > Courses are offered subject to viability of group size, minimum and maximum numbers, as defined by the College and acceptance onto a course is at the discretion of Southport College.
- > Course closures are usually notified before, or at the time of the first class. Refund cheques will be forwarded as soon as possible upon the unfortunate closure of a course.

- > All Southport College students are subject to the College's policies and procedures.
- > Southport College operates a Safeguarding Children and Vulnerable Adults Policy.
- > Other terms and conditions may apply.

## **Disclosure and Barring Service (DBS) Checks**

Courses that include an element of working with children or vulnerable adults require students to undertake a Disclosure and Barring Service (DBS) check. The DBS check is compulsory and you will be required to pay the fee which is currently £44.00 per person.

## **Kit and uniforms**

Some courses require the purchasing of an appropriate kit and uniform. You will be advised of the ordering process and prices prior to the start of the course.

## **Material fees**

Some of our more practical courses require an additional charge for materials payable at the time of enrolment. These charges cover the cost of materials provided by the College for use as part of your course.

## **Important details**

Information is correct at the time of going to press. Every effort is made to ensure accuracy. This publication supersedes any other publication or advertisement promoting these courses. Southport College reserves the right to amend course details and fees.