

## **Terms and conditions:**

1. Please be advised that Itakane Training Academy reserves the right to charge a penalty fee of R 2,000 for portfolios submitted after the 12-month period. ***Kindly note that Itakane Training Academy and RPL reserves the right to amend this rate at any time without prior notice to learners.***
2. ***ALL PAYMENTS MADE ARE NON-REFUNDABLE! FURTHERMORE, NO CANCELLATIONS BY THE PROPERTY PRACTITIONER OR PRINCIPAL IS ACCEPTABLE UNDER ANY CIRCUMSTANCES.***
3. Our classes are virtual and are a minimum of 10 learners per class. Once you have registered, we will add your name to a waiting list. We will then notify you with further information regarding the actual starting date, venue and provide the attendance schedule.
4. Itakane Training Academy reserves the right to cancel scheduled sessions if there is a valid reason or insufficient demand and will endeavour to give the candidate reasonable notice of cancellation or postponement. Alternative arrangements will be offered.
5. Itakane Training Academy is not responsible for any delays that may occur in the issuing of final certificates by the relevant SETA - QCTO.
6. Certificates or Statement of Results will only be issued once the learner's account has been settled in full.
7. It is the learner's responsibility to update any contact details that may change from the time of submitting the application form.
8. Itakane Training Academy is a Training Provider & Assessment Centre. The candidate acknowledges that training materials or study content (intellectual property) will be available from Itakane Training Academy at additional costs, unless otherwise specified.
9. I hereby give my consent to that Itakane Training Academy, the Services SETA and QCTO to collect, process and distribute my personal information where Itakane Training Academy, the Services SETA and QCTO is legally required to do so.
10. I understand my right to privacy and the right to have my personal information processed in accordance with the conditions for the lawful processing of personal information.
11. I acknowledge that I understand the purposes for which my personal information is required and for which it will be used.
12. I hereby consent that I understand that third parties will have access to my personal information, and I hereby consent to Itakane Training Academy, the Services SETA and QCTO sharing my personal information strictly for reporting to the relevant Executive Authority.
13. I understand that, should I refuse to provide Itakane Training Academy, the Services SETA and QCTO with the required consent and / or information, Itakane Training Academy, the Services SETA and QCTO will be unable to process the Registration needed to complete the qualification.
14. I understand further that all my personal information which I provide to Itakane Training Academy, the Services SETA and QCTO will be held and / or stored securely for the purpose for which it was collected.
15. I declare that all my personal information supplied to Itakane Training Academy, the Services SETA and QCTO for the purposes of this Qualification and related legal and operational reasons is accurate, up to date, is not misleading and that it is complete in all respects.

Applicants Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Address: **Room 301, 3 Marine Circle, Table View, 7441**