



## COURSE APPLICATION FORM

Please complete all sections using BLOCK CAPITALS

SURNAME: \_\_\_\_\_ Mr/Mrs/Ms/Miss: \_\_\_\_\_

FIRST NAME/S: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

Lifetime VTCT/VAI registration number: \_\_\_\_\_

Do you have any medical conditions which may affect your course? (Please specify).

\_\_\_\_\_

Do you have a learning difficulty and require additional support? (Please state).

\_\_\_\_\_

Do you have a physical disability that requires special requirements?

Please complete to apply for your required course/s

Course/s title	Start date	Course fee	Assessment fee	Lifetime registration fee

(Please read the booking conditions and accept the terms before sending payment and completed profile form). I have enclosed a non-refundable payment of £..... for the above course/s. Please make cheques payable to:

Ab Fab beauty training academy

I confirm all information on this form is true and correct.

Signed: \_\_\_\_\_ (applicant) Date: \_\_\_\_\_

## BOOKING CONDITIONS

1. As class sizes are strictly limited to accommodate a high quality learning environment, please initially telephone the academy to guarantee a place before sending the booking form and payment to us.
2. The course fee must be paid in full 10 days prior to the start of the course. Payment can be made either by cheque or in cash. A cash payment can be made on the first day of the course if requested. A non-refundable deposit of 25% is required to reserve your place and should accompany the application form.
3. Cancellations received 4 weeks or less prior to the start date of the course, shall entitle Ab Fab Beauty Training Academy to a cancellation fee equivalent to the full course fee. All cancellations must be represented in writing.
4. Course fees do not include additional items where required. Text books, course handouts and practical resources must be purchased by the student for use during the course and for home practice. Lifetime registration to the awarding body is also to be met by the student. Extra assessment sessions, if needed, must also be at a cost to the student.
5. In extreme circumstances, if it is necessary for the academy to cancel a course, we will do our best to reschedule the course on dates convenient to you and will offer a full refund if this is not satisfactory.
6. Confirmed bookings are non-transferable.
7. It is acknowledged that all course materials provided by Ab Fab Beauty Training Academy remain their sole property. Therefore no course documentation, designed by the academy, should be copied or used for any other reference unless it has been agreed in writing by Ab Fab.
8. All students are required to follow the awarding body dress code, Health & Safety professional conduct and any other regulations as advised by Ab Fab Beauty training Academy.
9. It is the student's responsibility to research and ensure that the course chosen is suitable for their requirements. We are happy to advise but accept no liability in the event that a student is not able to complete a course or the content does not meet individual needs. Once an application has been processed and a place on the course allocated, the student will be subject to agreeing with the above conditions.