



## SCHOOL APPLICATION TERMS AND CONDITIONS

1. These Terms and Conditions read together with the relevant application form and Invoice(s) for the Student shall form the written Agreement between Alicia Buckle School of Make Up (Pty) Ltd (Reg. No. 2016/321042/07) ("the Company" represented by Alicia Buckle) and the Student.
2. "Course" means any one of the courses, as the context may require, presented by Alicia Buckle at the Alicia Buckle School of Advanced Make Up and Hair Styling.
3. "Invoice" means the invoice submitted to the Student and/or the person responsible for payment thereof on behalf of the Student containing the course fee(s) and such other related monies owed by the Student to the Company.
4. A non-refundable amount of 50% (fifty percent) of the total Invoice (or such other non-refundable amount as prearranged with Alicia Buckle) is payable to secure a reservation on a Course. A Student will not be accepted unless full payment of the aforementioned amount has been made. It is the responsibility of the Student to ensure that Alicia Buckle has received proof of payment.
5. The outstanding amount of the Invoice is payable in two installments, by no later than the 31st of October in the year which the Course started. The costs for the ITEC level 2 certificate in Makeup will be confirmed during the year to the Student and shall be payable by the Student.
6. Alicia Buckle may, at her discretion, accept late reservations on the Course at any time prior to the Course commencement date, subject to payment of the amount(s) referred to in clause 4 above.
7. In the event of a Student being unable to complete any Course, or part of the Course, no portion of the Invoice will be refundable.
8. A certificate is awarded upon successful completion of both the written- and practical examination applicable to the Course. Alicia Buckle reserves the right to withhold a certificate to a Student until such time that full payment of the Invoice has been made and/or any other amounts owing to the Company has been settled in full.
9. If a Student fails a Course, re-examinations (including extra classes if necessary) shall be arranged at mutually convenient times for both Alicia Buckle and the Student. There will be an added cost for the re-examination and extra classes.
10. Upon failure of the re-examinations, Alicia Buckle reserves the right not to award a certificate to the Student.
11. The Student should arrive promptly so as not to delay or disrupt the Course. The Course will not be delayed or Course elements repeated to accommodate late arrivals to the Course.
12. The Student acknowledges that Alicia Buckle is an independent free-lance make up artist and that she is from time to time required to be available on short notices for various make up related events. Alicia Buckle therefore reserves the right, upon reasonable notice to the Student, to make changes to the timetable indicating the time(s) when the various classes will be held. Alicia Buckle will not be liable for any losses arising from changes in the timetable.
13. Should it become impossible for Alicia Buckle to commence or complete any Course due to Force

Majeure, Alicia Buckle may at her own discretion suspend and/or transfer the Course, or any portion of the Course, to a later date.

14. Alicia Buckle and the Company will not be liable for the consequences of delay in or failure to run a Course arising from Force Majeure. "Force Majeure" means acts, events or omissions beyond the reasonable control of Alicia Buckle.
15. The language medium of all Courses (i.e. training and correspondence) shall be either Afrikaans or English depending on the needs of the Student(s).
16. Alicia Buckle reserves the right to re-arrange or alter the structure and contents of any training syllabus forming part of a Course.
17. Only Students of a minimum age of 18 (eighteen) years and older may enroll for a Course. Proof of identity either in the form of a copy of a passport or identity document showing a photograph and personal details will be required before a certificate can be issued by Alicia Buckle.
18. Equipment provided by Alicia Buckle to be used during training which includes brushes, make up products, skin care products, mirrors and the like, will remain the property of Alicia Buckle.
19. The Student acknowledges that the training syllabus (i.e. Course material) provided by Alicia Buckle to be used during training is the confidential information and sole property of Alicia Buckle and the Student will treat it the same as confidential and not sell, transfer or divulge it to any third party in whatsoever manner and form.
20. Any kit or portions thereof provided to the Student will remain the property of Alicia Buckle or the relevant supplier (as the case may be) until the Student has made full payment of the relevant invoice relating to such kit.
21. Students are obliged to be considerate to other Students of the Course at all times.
22. Due to copyright law, the use of audio and/or video recording equipment during the Course is not permitted. Students may take their own photographs during the Course for their own records.
23. The Student shall not have any claim of any nature against Alicia Buckle or the Company for any loss, damage or injury the Student may directly or indirectly suffer as a result of the participation of the Course by the Student.

Signed in acceptance to these Terms and Conditions by:

**THE STUDENT**

**PERSON RESPONSIBLE FOR PAYMENT**

(if not the Student)

Name & Surname: \_\_\_\_\_

Name & Surname: \_\_\_\_\_

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

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

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

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