

LEARNING REQUIREMENTS & SUPPORT

We are committed to providing the best support for our learners so please do tell us if you require any additional support or resources.

Do you have any additional learning needs or support requirements?

Dyslexia		Hearing Impairment	
Visual Impairment		Physical Limitations	
Language		Require wheelchair access	
Other learning difficulties (please specify)			
Any further details:			

ADDITIONAL INFORMATION

Are you a CIMSPA member?	Yes	No
Do you currently work in the fitness industry?	Yes	No
If so, what is your job title/role? i.e. fitness instructor.		
Are you a member of our PTD Hub and wishing to take advantage of your 10% discount?	Yes	No

PAYMENT DETAILS

Online/Distance Learning payments are required in full prior to access being granted (unless otherwise agreed). A 25% non-refundable deposit is required within 7 days of acceptance for attended training.

Please tick your preferred method of payment.

PayPal Invoice		Already Paid Via PayPal
Bank Transfer		
Instalments (to be agreed with team)		
Invoice to external company i.e. company paying or funding		

PRIVACY NOTICE

How we use your personal data

We are committed to protecting your personal data. The only data we collect from you is as submitted by you on this form.

We will use your non-sensitive personal data to (i) register you as a new learner, (ii) manage payment, (iii) collect and recover monies owed to us (iv) to manage our relationship/support with you, (v) send you details of our training and services.

Ethnicity is classified as sensitive data and we collect it for registration and monitoring purposes only.

Our legal grounds for processing your data are in relation to points (i) to (iv) above are for performance of a contract with you and in relation to (iii) and (v) above, necessary for our legitimate interests to develop our training/services and grow our business and to recover monies owed.

We will not share your details with third parties for marketing purposes except with your express consent.

It is important that you fully understand how we collect and process your data so ensure you read our full Privacy Notice before signing this application form for acceptance. You can access this here: <https://puretraininganddevelopment.co.uk/privacy-notice/>

SUMMARY OF TERMS & CONDITIONS

Please ensure you read the full terms and conditions alongside the online booking terms (where applicable). Access the full terms using the following links:

Full Terms and Conditions: <https://puretraininganddevelopment.co.uk/terms-and-conditions/>

Online Booking Terms: <https://puretraininganddevelopment.co.uk/online-booking-terms-conditions/>

1. Nothing said or done by us is an acceptance onto the training until we confirm acceptance in writing, referring to the specified training applied for.
2. We shall accept your application by email or post. Once you have been accepted, that is when our contract is made. Our message will also confirm details of your training. Your online payment does not create a contract. If we decline to provide a place on a Course, we shall immediately return your money to you.
3. For attended courses, a non-refundable payment of 25% of total course fees is required within 7 days of acceptance to secure your place.
4. Full payment for attended training shall be made no later than 2 weeks prior to the commencement of the programme unless an individual payment plan has been agreed, for which there will be a written agreement.
5. If payment is not received within the timeframes stated then the place on the course will be cancelled.
6. Distance/Online/CPD Learning requires full payment to be received prior to receiving access to Learning Materials. There is a payment facility available to purchase this Training on Our Website.
7. We are not obligated to accept you onto such training if you do not meet the required pre-requisite criteria.
8. You have the right to cancel the training you have been accepted on. This cancellation must be received in writing via post or email within the time frames stated in the terms and conditions. This applies to direct learning, blended learning and distance online learning.
9. Read the acceptance and cancellation Section 6 of the terms and conditions to understand the fees incurred according to the cancellation time frames for each format of training. As a guide, to receive a full refund, cancellations must be made within 7 working days of being accepted for online/distance training or notice provided at least 8 weeks or more before a course/training commences for Direct Learning. After which time frames, a percentage of the course fee is incurred.
10. There is no charge for changing to a different face to face delivery course in the event that you are unable to attend your training as long as you provide 4 weeks or more notice. Otherwise, changing venues will incur a £25 fee. This course change can be redeemed within 12 months from cancellation.
11. In the event that you cancel your Training but have received the course materials then it is your responsibility to return these resources at your own expense. It is expected that the course materials are in good condition. If they are used, worn or damaged then you will incur a fee of £15. If the course materials are not returned to us within 21 days of cancellation then you will incur fees according to the cost of the materials at that point in time.
12. You may not copy, modify, publish, transmit, transfer or sell, reproduce, create derivative works from, distribute, perform, display, or in any way exploit any of the content, in whole or in part, provided to you as part of your Training with us. Full terms and conditions relating to intellectual property can be found in Section 11 of the Terms and Conditions.
13. All training must be fully completed including certification within **1 year from acceptance confirmation**.
14. After which time, you will incur an extension fee relating to the extension time required:
 - Extension of 3 months = 25% course fee (rate at time of extension)
 - Extension of 6 months = 50% course fee (rate at time of extension)
 - 6+ months = 100% course fee (rate at time of extension)
15. Coursework and practical deadlines must be adhered to and any work submitted after these deadlines will be subject to an additional £20 admin fee per submission (within the 1 year time frame). You have up to 3 weeks post deadline for your work to be submitted and considered for re-marking. Any extension thereafter will be at the discretion of the team and charged at £15 per additional 3 weeks.
16. If you fail/refer a theory or practical exam you will receive one additional assessment free of charge (excluding tailored assessment offers). Following this, additional assessments will be charged at £40 per assessment
17. By agreeing to be supplied by our training, you agree to be legally bound by these Terms and Conditions.

I have read and understood Pure Training and Development's FULL terms and conditions, online booking terms and privacy notice, and I agree that they form part of the contract between us.

Signed:

Date:

Thank you for choosing to train with Pure Training and Development.

Please return this completed application form and copies of certificates to: info@puretraininganddevelopment.co.uk or
1 Charles James Court, Fishergate, Norwich, NR3 1PR