

# Terms and Conditions – Accredited Training Courses

## About these terms and conditions

In these terms and conditions, "we," "our," and "us" refer to Inskin Professional, a trading name of Inskin Group Ltd. "you" and "your" refer to the delegate and purchasing of an Inskin Professional accredited training course.

## 1. Introduction

- a) By purchasing services from us, you agree to be legally bound by this contract.
- b) When buying services or using resources, you also agree to be legally bound by our website terms and privacy policy. When buying an item/course, you agree that:
- c) You are responsible for reading the full item listing before committing to buy it.
- d) You enter into a legally binding contract to purchase an item when you commit to buying an item and complete the checkout payment process.
- e) The prices for our services/courses are listed on the website. We reserve the right to change displayed prices at any time and to correct pricing errors. Additional information about pricing and sales tax is available on the payments page.
- f) The fee for services and any other charges you may incur will be charged to your payment method."
- g) Extra terms that may add to or replace some of this contract, for example, any specific written contract between us.

## 2. General conditions of booking

- a) Inskin Professional reserves the right to decline admission to any training courses.
- b) We reserve the right to cancel or change planned training courses regarding dates, locations, and content. You will receive advance notice of any planning changes, and an alternative suitable date will be offered.
- c) Irrespective of circumstances, Inskin Professional accepts no liability for loss of earnings or expenses due to course cancellation or rearrangement.
- d) It is expected that the correct and appropriate clinic wear must be worn at all times throughout the training session (salon/clinic tunics and appropriate trousers), the only exception being if a session is purely theory. Long hair must be tied up, minimal jewellery and no bracelets or dangling earrings. Nails should be short, clean and free of chipped varnish. Footwear should be soft sole closed footwear. Excellent personal

hygiene should be expected and gum chewing is not acceptable. We reserve the right to address any of the above if not being adhered to and if necessary refuse a course delegate

e) Photo ID and relevant course criteria qualifications must be sent via email before the training course to [info@inskingroup.co.uk](mailto:info@inskingroup.co.uk)

f) Arrival more than 15 minutes late may result in course forfeiture.

g) Pre course work and completed home study prior to any course should be sent by email to [info@inskingroup.co.uk](mailto:info@inskingroup.co.uk) minimum 48 hours before course commences

### **3. Paying for your Training Course**

a) A deposit is required on booking the course and each course must be paid in full a minimum of 2 weeks prior to commencement of course.

#### ***There are a number of ways to pay for your course;***

i. Payment can be made via telephone (bank transfer or card payment).

ii. A payment link can be provided to pay for the course via online banking

iii. A payment plan can be agreed whereas payments are spread over 3 – 6 months but must be paid in full prior a minimum 14 days prior to a course commencing

### **4. Cancelling your training course booking**

a) Cancellation terms apply, with a 50% admin charge for cancellations for courses cancelled a minimum 14 days prior to course commencement.

b) Course fees will not be refunded for courses booked within 2 weeks of the course date or if home study resources have been sent.

c) Delegates may arrange insurance for cancellation indemnity. No cancellation insurance is provided by Inskin Professional

d) Refunds of courses will not be given for Acts of God, including weather-related issues that result in a course being cancelled however all efforts will be made to reschedule the course.

### **5. Amending your training course**

Amendments require written notice with a minimum of 2 weeks prior to course commencement and incur an additional 25% admin charge. Availability on alternative dates is not guaranteed but all reasonable efforts will be made to

### **6. Insurance and Regulation**

Insurance during training is included via our Group Insurance whilst training within the Inskin Professional premises. You must obtain your own insurance for any treatments given out-with our premises

### **7. All delegates are responsible for complying with statutory and legal obligations**

### **8. Contacting Inskin Professional**

**Contact information:** Telephone: 0161 637 7626

**Address:** Inskin Group Ltd, 29 Oxford Road, Altrincham WA14 2ED

**Email:** [info@inskingroup.co.uk](mailto:info@inskingroup.co.uk)

**Website:** [www.inskingroup.co.uk](http://www.inskingroup.co.uk)

### **8. Data Protection**

a) Data used for processing training course delivery. Your details will not be transferred to third parties or used for marketing purposes without prior consent.

b) Your details will be kept within Inskin Group Premises and within Inskin Group Systems on behalf of Inskin Professional in accordance with the Data Protection Act 2018