



# Infection Control Africa Network

## ICAN Standard Terms and Conditions

### TERMS AND CONDITIONS FOR COURSES

If you are admitted to the short course for which you have applied, these terms and conditions will be part of your agreement with ICAN and it is important that you understand all your responsibilities. If you are admitted to the course, your agreement with ICAN becomes legally binding.

#### 1. Application and admission:

1.1 You must ensure that the information you have given is correct. If the information is incorrect, ICAN can reject your application or cancel your registration immediately.

1.2 If any of the information supplied on this form changes before the start of the course you must inform ICAN.

1.3 You must ensure that you comply with the specific selection criteria for attending the course and that you have supplied all the information required in this form to ICAN.

1.4 Submitting your completed application form does not necessarily mean that you will be accepted.

**For example: All programmes only allow a limited number of students and the specific course may already be full. Or if not enough participants, ICAN can postpone the course to next available date**

1.5 This application is only for admission to the course. ICAN will not make any travel or accommodation arrangements unless this has been specifically agreed to between you and ICAN.

1.6. ICAN holds the right to cancel the course if not enough participation and allow paid or partial paid attendees to attend the next course available.

#### 2. Payment:

2.1 Once you are admitted, you (or your employer) must pay the course fees as set out in the course information.

**50% Deposit on acceptance and balance will be paid on arrival. If attendance is cancelled less than 48Hrs, the 50% will be forfeited with no refund. Full course fees must be paid in full 7 days** before the start of the course, unless other arrangements have been made and have been accepted by ICAN.

2.3. If paid by employer, same will apply, or full payment with start of the course.,

2.4 Should payment not be made in time, ICAN will accept that you have decided not to register for the course and you will not be able to register.

2.5 If you require an invoice you must make the necessary arrangements with the course coordinator indicated in the course information.

2.6 If you were allowed to start the course without payment having been made in full, your assessment results and certificate will be withheld until payment has been made in full. 15% Interest will be charge for any late payments over 30 days, with an increment of 15% for every



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month outstanding. Accounts will be handed over after 3 months non-payment and blacklisted for any other course

2.7 If the course fees will be paid by your employer or another company or institution, you must provide ICAN with written confirmation of this on the letterhead of the organisation, signed by the training officer or financial officer. It is your responsibility to ensure that ICAN receives the written confirmation and that the course fees are paid before the start of the course.

2.8 The following payment methods are accepted:

2.8.1 Payment directly into ICAN bank account:

Privacy Policy ICAN agrees to keep the information you have given private and confidential

**Bank: FNB**

**Type: Business Account**

**Branch: Willow Bridge**

**Account number: 62776362544**

**Branch code: 250655**

**Swift Address: FIRZAJJ**

**Reference: Surname and Course Name**

**2.8.2. PayPal with an invoice send from ICAN**

**2.8.3. Payment in cash on start of the course**

2.9. Agreement by participants/employer

**We specifically agree to the following:**

2.9.1) The Consumer Protection Act 68 of 2008 does not apply to our agreement with ICAN.

2.9.2) We will have no claim against ICAN regardless of whether it arises from breach of contract, delict or any other cause of action.

2.9.3) Specifically, we will not have any claim against ICAN for any harm to our employee, to his or her or to our property, regardless of the cause of harm.