



## TERMS OF PAYMENT & CONDITIONS

### PRIVATE & SHORT/PART-TIME COURSES

We require a 50% deposit when booking the course and the balance is payable on the first day of the course. Payment can be made in full when booking.

### NVQ2 DIPLOMA IN HAIRDRESSING / BARBERING

Payment plans are available on request. Please note that where a student has elected to settle their course fees by means of a payment plan and they subsequently withdraw from the course prior to the payment plan being fully discharged, all remaining course fees will become payable within 7 working days.

All courses are subject to change of dates and prices without prior notice. Once a deposit has been paid or payment plan agreed then course fees will be honoured although we reserve the right to change the date of the course. Should this occur then we will give you 7 days notice.

- We reserve the right to dismiss a candidate without refund if the student contravenes the academy regulations.
- Participants to the courses will be advised of the attendance hours upon confirmation of the booking.
- No allowance for lateness or absenteeism will be made except where the student has informed the LHAA in advance.
- Participants on short course programmes are to bring their own equipment by agreement with the LHAA. We will not amend the price of the course if you use your own equipment.
- We are not responsible for any loss or damage to your own equipment or personal belongings should you choose to use them or bring them in the LHAA.
- The Academy will be closed on all Public Holidays.
- Dress code is black. You will however be required to dress appropriately for salon. No jeans or trainers will be permitted. All students must wear closed shoes, no flip flops or sandals will be permitted.
- Attendance certificates will be issued upon completion of a course. The qualification certificate may take up to four weeks following your course.
- The LHAA will endeavour to provide non professional models. Students are required wherever possible to make arrangements for their own models to attend. Students should be aware that training will also require you to use head blocks. You may also be required to use a training block for assessment where a model is not available.
- These conditions are the basis of contract between The LHAA and the student. Only the Managing Director is entitled to waive these conditions of contract.
- In the event of the student failing to attend the course or complete for any reason whatsoever, no refund will be offered nor does the student have an entitlement to refund. Where the student cannot complete the course for grounds agreed with the Managing Director [for medical or agreed personal circumstances] then an alternative date will be agreed with the student.
- The LHAA reserves the right to alternate the course between its academies. Where a change of venue is required then we will endeavour to notify the student 7 days in advance.

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The London Hairdressing Academy

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