

# *The Surrey School of Reflexology*

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## REGISTRATION FORM

Name:.....

(As you wish to have it written on your certificate)

Address:.....Post Code.....

E-mail Address:.....

Tel Home:.....Mobile:.....Work:.....

Date of Birth:..... Occupation:.....

I wish to register for..... Commencing.....

For which I have paid initial/full fee of: £.....

- I confirm I will be paying balance of fees by date agreed on website.
- I enclose a copy of the certificates which have been awarded to me and which are necessary for me to register for this course.
- I confirm that I am in good health and that I do not suffer from any medical condition that would be contra-indicated to the course for which I am registering, or any contagious disease or illness that would prevent me from working with other students.
- I confirm I have notified the school of any learning difficulties I may have before registering for the above course
- I confirm I have read and agree with the Privacy Policy written on the school website

Signed:..... Date:.....

Payment by bank transfer: Surrey School of Reflexology Business Account

Sort Code: 40 43 26 Account: 82125668 or cheque.

Credit card payment available via website.

Please forward Registration form by post or email with copies of any necessary certificates.

Where did you first hear about this course?

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(The Surrey School of Reflexology reserves the right to refuse registration or training to any student).

### Course cancellation

If a student notifies the School of their withdrawal from a course that is **longer than 4 days in length**, up to 45 days prior to the start date then the deposit will be returned less £60 administration charge. If less than 45 days' notice is given then 75% of registration fee will be returned.

Refund of fees less 15% **for courses of 4 days or less** is only given up to 21 days before the start of the course.

If the School cancels a course then full refund of deposit is paid or the student will be transferred to an alternative course on alternative course dates.

**There is no refund of fees for any reason once any course has commenced.**