

Enrolment Terms & Conditions

1. To reserve your place in a short course/workshop full payment is due upon enrolment.
2. All fees are non-refundable and non-transferable unless a course is cancelled by Nature Care College in this instance a full refund is provided.
3. **Cancellation/Withdrawal Policy:** Credits can be granted for course fees paid, less a \$50 administration fee per subject, provided advice of withdrawal is received in writing prior to the commencement of term (i.e. before Monday of week one (1) of term or one (1) week prior to the commencement of an intensive or workshop). Please advise the reason for withdrawal with supporting documentation. Choose your courses carefully as unfortunately we cannot accept responsibility for changes in your personal circumstances or work commitments which occur after the commencement of your course. Any course fees outstanding are still due and payable.
4. **Transfers:** A transfer is defined as either a change from one subject to another within the same term or changing times within the same subject. No fees apply for transfers. Transferring is possible between a distance learning module and an on campus module within the first two (2) weeks of term, beyond the first two (2) weeks of term transfers can no longer occur between programs
5. The College reserves the right to vary course structure, teaching staff, adjust fees or class schedules at any time. It is at the College's discretion to discontinue offering a course as deemed necessary
6. The College reserves the right to cancel a course if the course does not meet the college's minimum requirements, or refuse any enrolment as permitted by law.

PRIVACY: Nature Care College is committed to protecting your privacy. The information collected upon enrolment is for the purposes of processing your enrolment, creating and maintaining student records, keeping you informed of upcoming events and assisting us in improving our service to you. If you do not wish to receive information from Nature Care College, please email info@naturecare.com.au and type 'remove my details' in the subject header. Please include your contact details (name, address and phone) in the email.

Student Responsibilities: Please ensure that any personal property is kept with you at all times and not left unattended.

While Nature Care College attempts to make all buildings safe and secure the College does not accept responsibility or liability for the personal property of students, employees, lecturers, supervisors or visitors left unattended, lost, stolen or damaged.

Declaration and Consent

- I declare that the information supplied upon enrolment is correct and complete.
- I agree to abide by the Enrolment Terms and Conditions of the College.