

Course Registration Form

Name			Surname		
ID Number					
Postal Address					
				Code	
Organisation/Company					
Position					
Cell Number			Other Contact No		
E-mail Address					
Course Name					
Course Date				Course Time	9:00 - 15:00
How did you get to know about FLOSSNet?					
Your name on the certificate					
Why are you attending this course?					
Your website address					

Terms and Conditions of Course Registration

1. Your course fee must be paid in full before the course date.

COURSE CANCELLATION

2. If you want to **cancel** this course, then you must inform FLOSSNet in **writing by fax or e-mail**, 10 working days before the course date. FLOSSNet will deduct 20% of the course fee as a cancellation fee. Otherwise, you will forfeit the course fee.
3. FLOSSNet's liability will be limited to the refunding of the course fee only if this course is cancelled by FLOSSNet for whatsoever reason.

COURSE POSTPONEMENT

4. If you want to **postpone** this course, then you must inform FLOSSNet in **writing by fax or e-mail** about the postponement at least one day before the course date.
5. A non-refundable postponement fee of R250.00 for a 1 day course or R500.00 for a 2-day course will be levied.
6. A postponed course cannot be cancelled and must be taken within 4 months of postponement.

COURSE SUBSTITUTION

7. Substitutions can be made three working days before the course date in **writing by fax or e-mail**. A registration form must be completed. However, the terms and conditions remains the same.-

NON-APPEARANCE

8. If you do not present yourself, for whatsoever reason, on the course date, then you forfeit the course fee.

LAPTOP/NETBOOK

9. Participants must have access to a laptop/netbook in case it is required for the course.

FLOSSNet RESPONSIBILITY

10. FLOSSNet will not be held responsible for injury to, or death of a participant nor the loss or damage of personal property, whether it is as a result of negligence on the part of FLOSSNet.

I, _____ (your full names and surname), have read, understood and accepted the terms and conditions as set out above and agree to follow and abide by them. I am computer literate and confident with the keyboard and mouse. I have also familiarised myself with the course content.

Signature:

Date:

BANK: Standard Bank | **BRANCH:** Johannesburg | **ACCOUNT NAME:** FLOSSNet | **ACCOUNT NO:** 000029572 | **BRANCH CODE:** 000-205

Fax completed registration form & proof of payment to [0865-657-296](tel:0865-657-296) or e-mail to registration@flossnet.co.za before the course date