Please note enrolment forms WILL NOT BE PROCESSED and dates secure until your deposit/payment is received. DEPOSIT is due at time of booking and the balance is due prior to course start or as per payment plans for course available below unless full payment is stated below for shorter courses.

Payment can be made via bacs/card please email us current availability list of training dates and we can send you a payment link to [iaccollege@aol.com](mailto:iaccollege@aol.com) or if you prefer we can send you bank details for a bank transfer. You can call us 0n 07958005869/02891450585 please note as we are busy training we may not be able to take your call but if you leave us your number we will call you back. Thank you.

**ENROLMENT FORM**

**Course you wish to enrol on:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course** | **Cost** | **Deposit enclosed** | **Balances due** | **Payment plan** | **Total enclosed** |
| Taster session for grooming | £295.00 | Full payment required at time of booking £250.00  Refundable off booking full course |  |  |  |
| Ocnni grooming diploma 20 days | £5495.00 | £2747.50 DEPOSIT | 7 days prior to course start £2747.50 | Deposit£2747.50  Day 7 £1373.75  Day 12 £1373.75  Pay as you go option £5695 |  |
| Ocnni grooming certificate 12 days | £3695  With pet first aid £3845 | £1847.50 | 7 days prior to course start £1847.50 | Deposit£1847.50  Day 4 £923.75  Day 8 £923.75  Pay as you go option £3975 |  |
| Ocnni Award in pet first aid | £175 | Full payment required at time of booking |  |  |  |
| Fastrack ocnni diploma | £795 | Full payment required at time of booking |  |  |  |
| Mastercraftsman level 4/5 | £1295 | Full payment at time of booking |  |  |  |
| Fastrack ocnni diploma and Mastercraftsman level 4/5 combined | £1695 | Full payment at time of booking |  |  |  |

|  |  |
| --- | --- |
| **NAME:** |  |
| **ADDRESS:**  **POSTCODE:** |  |
| **TELEPHONE:** |  |
| **EMAIL ADDRESS:** |  |
| **DATE OF BIRTH:** |  |
| **Current occupation:** |  |
| **RIGHT/LEFT HANDED** |  |
| **GROOMING APRON**  **SIZE:small/med/large/xlarge** |  |
| **PREVIOUS EXPERIENCE IF ANY:** |  |
| **Any animal care qualifications:** |  |
| **Any breeds of dog of your own you wish to bring to groom on the course. This will be subject to availability, dogs must be of good temperament and be used to being groomed professionally note: first time puppies/dogs never professionally groomed are not suitable for training and a small fee applies please ask to arrange. ONLY FOR ATTENDANCE COURSES** |  |
| **DATES YOU WISH TO ATTEND: Only for attendance courses**  **Please note dates must be prebooked prior to course commencement and are non changeable AS THE DATES AND PLACE IS RESERVED EXCUSIVELY FOR YOU SHOULD YOU NOT ATTEND ANY DAY YOU WOULD LOSE THAT DAYS TRAINING** |  |
| **Any medical problems: ie diabetic/epileptic etc**  **Or Mental health issues: ie depression/bipolar etc Allergies/or phobias**  **Are you pregnant?**  **Please note practical courses are mentally and physically demanding we recommend if you have any medical/mental condition you discuss with your doctor prior to enrolling and check with us first as certain conditions may be aggravated and we cannot be held responsible.** |  |
| **Next of kin in event of emergency:**  Only for attendance courses.  **NAME**  **ADDRESS**  **PHONE** |  |
| **Reason for attending this course:**  **How did you hear about us?** |  |

**GROOMING SCHOOL CONTRACT:**

**BY SIGNING UP TO A COURSE YOU AGREE TO OUR TERMS AND CONDITIONS AS LISTED BELOW AND DECLARE THAT YOU HAVE DISCLOSED ALL REVELANT FACTS:**

**50% deposit is required at time of booking and the balance is due 7 days cleared funds prior to course start. Course deposits are non refundable after course enrolment under any circumstances as we reserve each space for individual students with a max of 5 students at any time and we pay the registration/insurance fees etc for each student on registration as well as sending students information and distance learning course information exclusive to our courses. We recommend you take out your own insurance to cover curtailment of the course. Should you cancel your course you will lose your deposit. Once a course is started if you cancel the course after day one you will lose the total course fees.**

**All dates must be prebooked prior to course commencement.**

**Students will be allowed ONE change of dates for attendance course at the managements discretion in the event of proof of illness/accident or close family death/jury service were it is unavoidable occurrence that the student cannot attend. All dates must be taken within 1 YEAR from the dates of enrolment otherwise the fees will be lost.**

**All spaces are reserved exclusively for you alongside your working station and training dogs arranged for you, should you fail to turn up for any training session booked you will lose that training day. Should you fail to complete the course all fees will be forfeited for the booking reserved for you.**

**Smartpets Iacc cannot be held responsible for the length of time the awarding body take to issue certificates or any injury/loss to students whilst undertaking training and in the event of any unforeseen/exceptional circumstances eg tutor illness/act of god/power failure within the salon/covid/government restrictions etc should training days/venue need to be rescheduled.**

**ENTRANCE REQUIREMENTS:**

**• Applicants must be 18 years of age or have parent or guardian’s signature.**

**• Applicants must be drug/alchol free other than prescription prescribed by a medical doctor.**

**Applicants should be physically and mentally fit, if you have any medical/mental health/allergy problems these must be advised prior to course booking, Pet grooming is both mentally and physically demanding and this course may not be suitable for persons with certain medical complaints. A doctors letter will be required prior to acceptance for those with medical conditions. We recommend that you check that your tetanus is up to date.**

**CLEANING:**

**As part of training, every student will be responsible cleaning of bath tub, floors, cages, tables and equipment which they use throughout there training.**

**DRESS CODE:Students must come to classes dressed appropriately and wear any safety gear/overalls etc provided. Students should wear flat shoes, trousers and have no excessive jewellery except wedding rings permissable and one small set of earrings.**

**STUDENT CONDUCT AND CONDITION FOR DISMISSAL:**

**Students are expected to act in a mature and considerate manner in all functions in the school. The following may result in disciplinary action, including suspension or dismissal from the training program which will result in loss of all fees paid:**

**• Vandalism• Consumption of alcoholic beverages/drugs**

**• Smoking in non-designated area (Smoking is not prohibited in the school)**

**• Physical abuse or harassment• Improper handling of animals**

**• Stealing (Will be prosecuted)• Abusive Language• Poor Attitude**

**IACC will do its best to teach all students of all abilities, however Iacc cannot be held responsible should a student be a slow learner and not complete all of the course objectives and require additional tuition.**

**50% Deposit is required at time of booking and the balance of All tuition fees must be cleared funds at least 7 working days prior to course commencement OR BY PRIOR ARRANGEMENT IN WRITING.**

**Smartpets Iacc reserve the right to refuse admission without reason to any person.**

**By signing up to our courses you are agreeing to our terms and conditions.**

**Students signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_**