



Terms and Conditions for Course Bookings

Below are the terms and conditions which that apply when booking courses organised by East Midlands Gymnastics Association:

- 1) In order to qualify for the membership discount candidates must:
 - have the correct level of membership prior to the start of the course
- 2) In order to qualify for the regional affiliation discount the candidates club must:
 - be affiliated to the East Midlands Gymnastics Association

Failure to meet the criteria above will result in the candidate having to pay an additional fee to the level of the discount.

- 3) Candidates must attend all course dates unless an exemption is granted in writing by the course organiser
- 4) No refunds shall be given for candidates who fail to attend any course dates
- 5) Candidates must ensure they meet the pre requisites for the course prior to applying for the course
- 6) Candidates who withdraw from the course for any reason (including not meeting the pre requisites) will be subject to the following cancellations policy.
 - Cancellation within 7 days of the course start date – no refund of the course fee*
 - Cancellation 8-28 days prior to the course start date – 50% of course fee refunded**
 - Cancellation more than 29 days prior to the course start date – course fee refundable minus a £50 charge

** the registration fee paid by the candidate will be discounted from the cost of another EM Coach Education course of the same level booked by the candidate within 12 months of the cancelled course start date (only applicable to UKCC coaching courses)*

*** the 50% refund will be given for the course fee minus the registration fee, the registration fee will then be discounted as above**

- 7) Candidates booking onto a course less than 21 days prior to the start date may be subject to a late booking charge of £10
- 8) Candidates who do not have the correct level of membership for the course must arrange their own insurance cover prior to the start of the course
- 9) Candidates will be granted a provisional place on a course on receipt of completed application form and payment of £50 deposit
- 10) Failure to pay the full course fee by the closing date may result in loss of the place on the course and the £50 deposit

Correspondence should be directed to contact below:

EM Coach Education. PO Box 9963, Nottingham. NG2 9LF

Phone: **07739 512166**

e-mail: eastmids.education@gymnasticsengland.org

Web: www.emgymnastics.org.uk