



COURSE INFORMATION

Course Name Enrolled for :

Course Duration : Commencement date :

Qualification Type : Tick Relevant Option

Assessor : Moderator : Facilitator :

- 1>Your booking will be confirmed on receipt of the completed application form and proof of payment of the deposit of R 3000-00. Please use your name and surname as a reference when making the payment.
- 2.Please note that the training schedule may change and we reserve the right to reschedule the courses if not enough candidates register.
- 3.You are not required to make use of any sort of tools during the training.Training manuals will be supplied by the Assessment Centre. You may however, bring your own additional material, should you wish to so.
- 4.It is the responsibility of the candidate to ensure that they meet all the requirements of the course that the intend to , study i.e. higher certificate and relevant qualification of study course
- 5.Candidates provide own meals.There is a restaurant/take-away for your convenience near the Assessment Centre. Only coffee and tea will be provided.
- 6.After being found competent at the final Assessment, your completed Portfolio of Evidence will be moderated by ETDPSETA. Only then will you receive a statement of results WCC will issue the certificate for the qualification when conditions have been met.
- 7.If you are declared not yet competent on the Facilitator training course, you will need to book for a re-assessment that will be carried out at a later date for an additional fee.
- 8.All course correspondence and Assessment will be done in English.



TERMS AND CONDITIONS

- 1.The course date is a provisional date.The non-refundable deposit of R 3000-00 must be paid to secure your booking for the course. The balance of R 2200-00 is payable either into the bank account by the Saturday before the Assessment or in cash on the first day of the course.
- 2.Please note that it is your responsibility to ensure that you meet the registration criteria of Department of Labour to be registered as a Facilitator, WCC cannot be held responsible if you do not meet the criteria.
- 3.You will be assessed by Wcc Assessment, and wcc will send your files to ETDPS-SETA for further assessment and moderation if deemed competent only then will your statement of results be issued
- 4.You will be expected by the Department of Labour to produce a letter from WCC Assessment that confirms you are eligible for a Facilitator Registration, unsuccessful candidate will be afforded a file review thereafter an option for re-assessment will be afforded at an additional cost
5. Wcc has no control over the period it takes for the files the be facilitated and moderated by ETDPS-SETA, by signing this form you agree to the terms & condition layed out by WCC Assesement
6. Attendance:

Attendance during the registered time is mandatory, once a student has started attending the course on the scheduled course dates and attendance can no longer be fulfilled, a new registration will be required and all the previous funds forfeited. i.e. in case of an emergency the student should provide relevant proof and will be instructed by the administrators on what the next step will be
7. Tools:

Any tools signed out by students will remain the property of WCC Assessment. However should any of the tools be damaged or go missing, while in your care, you will beheld liable to replace the respective tools.
- 8 Re-Assessment:

Should a student be found Not Yet Competent (NYC), you will be required to attend a mandatory file review followed by a scheduled of a Re-Assessment, Re-assessment is R1500.
- 9 All candidates have a 1year period in which to submit their outstanding documents, if a student fails to submit these documents within the stipulated period of 12 months, they will forfeit their competency and will have to redo the course



I HAVE READ, UNDERSTOOD AND ABIDE BY THE TERMS AND CONDITIONS OF REGISTRATION AS STIPULATED IN THE SECTION ABOVE.

Applicant Signature : Date: