

The Garden Design Academy of Ireland
77 Sir John Rogerson's Quay, Dublin 02, Co. Dublin, Ireland
ENROLMENT FORM

Please enrol me as a student on the Garden Design Academy of Ireland Diploma Course. I have read and understand the Conditions of Enrolment and I agree to them. I also agree to respect the copyright in the course and not to allow any other person to read or use the course or any portion of it whatsoever.

Signature Date

Name (Mr/Mrs/Miss/Ms)

Address

.....

.....

Telephone Number Email

Education Details

.....

Current Employment

.....

Nationality

Age Group 17-25 26-35 36-50 50+ (Please tick where applicable)

I heard about the course

Please tick below to show how you will send your payment.

By cheque/postal order for the full amount of €595 (enclosed herewith)

By credit/debit card for the full amount of €595 (please complete card details below)

By instalment for the amount of €650 (€110 registration fee enclosed – balance to be paid at €90.00 per month for six months by direct debit – please complete attached Direct Debit Instruction).

Name and address of credit card holder

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Card Type (Visa/Mastercard/Debit Card)

Card No.

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Expiry date

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 Security code

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 (Last 3 digits on signature strip)

Direct Debit Instruction

Originator's Identification No. (OIN)	3	0	6	4	7	0
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Please complete parts 1 to 4 to instruct your Bank to make payments from your account. Then return the form to:-

**The Garden Design Academy of Ireland,
77 Sir John Rogerson's Quay, Dublin 02, Co. Dublin, Ireland**

1. Please write the name and full address of your Bank and Branch:

Bank: _____

Branch: _____

2. Name of Account Holder: _____

3.

Sort Code

Account Number

		-			-		

4. Your instructions to the Bank, and your Signature:

- I instruct you to pay Direct Debits from my account at the request of The Garden Design Academy of Ireland.
- I confirm that the amounts to be debited are variable and may be debited on various dates.
- I shall duly notify the Bank in writing if I wish to cancel this instruction. I shall also notify The Garden Design Academy of Ireland of such cancellation.

The Direct Debit Guarantee

- This is a guarantee provided by your own Bank as a member of the Direct Debit Scheme, in which Banks and Originators of Direct Debits participate.
- If you authorise payment by Direct Debit, then
 - Your Direct Debit Originator will notify you in advance of the amounts to be debited to your account.
 - Your Bank will accept and pay such debits, provided that your account has sufficient available funds.
- If it is established that an unauthorised Direct Debit was charged to your account, you are guaranteed a prompt refund by your Bank of the amount so charged.
- You can cancel the Direct Debit Instruction in good time by writing to your Bank.

Signature: _____ Date: _____

CONDITIONS OF ENROLLMENT

I understand that:

1. The terms of the enrolment form and these terms and conditions constitute the terms of a legally binding contract ("the Contract") between myself, the student, and The Garden Design Academy of Ireland ("the Academy").
2. Any enrolment application by me shall be subject to written acceptance by the Academy.
3. Places on the course are not transferable to a third party.
4. The Academy reserves the right without prior notice to make changes as deemed appropriate in course offerings, curricula, academic policies, and other rules and regulations affecting students and to substitute any tutor at any time.
5. The Academy shall charge extra tuition fees, known as extension fees, to cover rising costs if my study period exceeds three years from my date of enrolment.
6. Following acceptance of my application by the Academy, I shall be contractually bound to pay the full amount of the Academy's fees (including all instalments) in the manner set out in the enrolment form and in this Contract.
7. If my circumstances should suddenly change and I feel I must withdraw from my studies prior to commencement and after receiving the course: provided I return the course to the Academy, within fourteen days of the Academy having posted the course to me, complete and in perfect, reusable condition, the Academy will refund 100% of the course fees.
8. Should I enrol and pay for the course and make no further contact with the Academy, the three year warranty will apply. If I should wish to take up the course after the three year warranty has expired, the balance of increased fees must be paid if tutorial guidance is to resume.
9. If I should enrol and pay for the course and make no contact for more than two months from the date of posting of the course and then request a refund: bearing in mind the fact that a tutor has been standing by to receive and evaluate my assignment, for a maximum period of three months from the date aforesaid, I will be entitled to a refund of 50%, less 5% charge for administration.
10. The Academy shall not be liable for any loss suffered by me that is indirect, special or consequential or comprises loss of profits.
11. The Academy shall not be liable for any loss suffered by me resulting from any event that is beyond the reasonable control of the Academy.
12. I agree to keep confidential all course materials supplied to me by the Academy. Copyright and all other intellectual property rights in all course materials belong to the Academy.
13. I agree to grant to the Academy in respect of any course work produced by me during my course a perpetual royalty-free licence to copy and display such work for promotional purposes only.
14. The Academy will pay me €25 for every assignment which is not properly corrected by my tutor. Failing agreement between us we both agree to accept independent arbitration as binding.
15. The Academy shall issue me with a certificate upon successful completion of my course but shall not issue me with a certificate if I fail to complete the course or fail to achieve the required standard.
16. In the event of a dispute with the Academy, the maximum liability of the Academy with any party shall be the return of all fees paid.
17. No failure or delay by the Academy in enforcing any of its rights under the Contract shall be deemed to be a waiver of such rights.
18. The Contract shall be governed by Irish law.