|  |  |  |  |
| --- | --- | --- | --- |
| **CLIENT S NAME** |  | **Tel No** |  |
| **DATE** |  | **Emergency number**  |  |
| **Address**  |  |
| **Email address**  |
| **Previous Related qualification**  |  |
| **Medical condition**  |  |
| **Courses applied**  | FEE | **Course Date** | **Course Applied**  |  | **Date**  |
| Beginners Makeup Course | £300 |  | 2 days beginners henna course | £300 |  |
| One day advance Asian bridal makeup and Hair styling course | £250 |  | 3 days beginners to intermediate henna course | £550 |  |
| 5 days intensive Asian bridal makeup course Professional level with business advice  | £1400 |  | One day Bridal henna course  | £150 |  |
| 3 days Beginners to advance hair styling course | £550 |  | 2 days waxing course | £150 |  |
| 1 day bridal hair styling course  | £250 |  | 1 day threading course | £80 |  |
|  |
| Cash  |  | bank transfer |  | Cash  |  | Card payment |  |

**Javeys Makeup Academy**

None refundable deposit is needed to book the course

Bank account details

Javeria Toseef

Sort code 30-92-77

Account number 24676460

Once paid ,application form need to send via email jv16280@hotmail.com



Javeys Makeup Academy Ltd

Javeria toseef

8 Birdsfoot lane

LU3 2DG

Luton

1.1 FEES

* A non-refundable deposit of £100 each course is payable at the time of booking, with the remaining balance is payable on the day when the course starts.
* Fees/ deposit and other payments are none refundable
* Client may only transfer the Deposit ONCE to other course at the discretion of Javeys bridal academy
* Any changes in course dates can be considered at the discretion of Javeys bridal academy within 3 months form initial payment.
* In the event of a student failing to attend/ complete the course for any reason (i.e. Illness, change of mind, pregnancy, relocation or any other reason) NO refund will be issued.
* It is the responsibility of the student to ensure that they are booked on the correct course for their abilities.
* Other than the unlikely event that course is cancelled by the academy, Full refund or entitlement to a later date course can be offered.
* Replacement of lost certificates will incur a £50 admin fee.
* We reserve the right to change the course contents, terms and conditions, fees, and offers without any prior notice.
* Certificate will not be issued if the payment is outstanding.
* The Academy reserves the right to use student s work/ portfolio pictures, testimonial quotes for promotional purposes.
* Class will run at the published time and will not be delayed to wait for late comers.
* (TEACHER IS NOT RESPONSIBLE TO PROVIDE ANY ADDITIONAL TEACHING HOURS FOR STUDENTS TO CATCH UP MISSING HOURS OR IF STUDENTS ARE NOT PAYING ATTENTION IN CLASS,)

1.2 OFFERS

* Javeys bridal academy has offers on monthly bases .
* If you want to take an offer you have to pay the deposit that month
* Students can only have one offer at the time , 2 offers cannot be combined .

I.3 What s expected from the students while training

* 100% attendance is required in order to gain the certificate.
* Attend the class on the date and time discussed.
* Dress appropriate
* Hair tie back
* To bring all the material recommended by Javeys Bridal academy
* The work area (the academy ) should be kept clean all the time during the course.
* Work area should be clean after the class
* The academy does not hold any responsibility for any loss or damage of student s belongings.

1.4 Its not acceptable to

* Cause damage to make-up facilities provided
* Show signs of disruption to fellow students.
* Create a negative atmosphere
* Display rudeness or a discourteous manner towards fellow students or staff.
* Cause unacceptable noise or use of foul language
* Remove any tools or training equipment from the premises
* Leave work stations in an unacceptable state
	1. (Assessments/ Homework
* All of our courses are intense courses and some student feel its a lot to take in so we suggest to make notes during theory lessons and practical
* Home work is designed to make sure students have enough practice.
* Students are expected to complete the assessments and homework.

2.2 Venue / Location

* We reserve the right to change the location. We will notify you before any changes are made.)
	1. Date protection
* Student s details such as name, address and other details will be protected by javeys
* Due to copyright law, the use of audio and/or video recording equipment during the Course is not permitted.
* Students may take their own photographs during the course for their own records

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| --- | --- |
| Student s signature  | Date signed  |