

TRAIN4ACADEMY LIMITED END USER LICENCE TERMS AND CONDITIONS

PLEASE READ CAREFULLY AND IF AGREED ACCEPT BEFORE DOWNLOADING THE COURSE

1. You, the learner, understand that this course is developed and owned by Train4academy Limited. This course may be accredited or approved by an Awarding Body which require Train4academy Limited to implement and comply with quality assurance arrangements associated with this course and to hold personal data about you.
2. We license you to use the course on the basis of this End User Licence Agreement ("EULA") and subject to any rules or policies applied by us or any awarding bodies.
3. You must be the person registered to take the course and the person who takes the examination and the details provided by you must reflect your true identity.
4. You understand and agree that records, including the personal information you provide to us, will be kept on a database owned by Train4Academy Limited as well as on databases owned/managed by awarding bodies.
5. Your information will be used by us:-
 - a. for the purpose of audit verification, feedback information and collective anonymous data. From time to time Train4Academy and/or awarding bodies may audit the course and to this end you may be contacted to arrange this. Audits are simply to affirm the identity of the learner and to obtain feedback about the course. If you are contacted by an awarding body for the purpose of an audit you agree to co operate with that awarding body; and
 - b. to provide you, or permit selected third parties to provide you, with information about goods or services we feel may interest you in accordance with the terms of our **Privacy Policy**, a copy of which can be viewed on our website at <http://www.train4academy.co.uk/legal/privacy-policy.pdf>
6. We will comply with our obligations as a data controller (as defined in the Data Protection Act 1998) and will not hold your personal data for longer than is necessary. This is usually 6 years for audit and due diligence reasons. Full details of our policy on use of personal data is set out in our **Privacy Policy**, a copy of which can be viewed on our website at <http://www.train4academy.co.uk/legal/privacy-policy.pdf>. If you have any queries about how we process your personal data please contact Train4Academy via email to enquiries@train4academy.co.uk or via telephone on 01482 861040.
7. You acknowledge that you have no right to have access to the course in source-code form.
8. Feedback about the course is welcome. In the event that your employer has arranged the course then feedback would normally be provided by you to him or her or it. You can also provide us with direct feedback by e-mailing admin@train4academy.co.uk. Feedback can include your thoughts about content, image, access etc.
9. Train4academy Limited follows a comprehensive **Equal Opportunities Policy** which also incorporates an **Appeals and Complaints Procedure Policy**.
10. The course is designed to provide you with essential knowledge and to test this knowledge to the required level. Responsibility for the application of this knowledge is solely your responsibility and not the liability of Train4Academy Ltd. or participating organisations.

11. The written and graphic content of the course is protected by copyright and must not be reproduced or copied in any way shape or form. You acknowledge that all intellectual property rights in the course belongs to us or our licensors, that rights in the course are licensed (not sold) to you, and that you have no rights in, or to, the course other than the right to use each of it, in accordance with the terms of this EULA.
12. The content of the course, including the examination, is intended for single learner use and is subject to quality assurance arrangements agreed with Awarding Bodies and implemented by Train4academy Limited. Further to these arrangements you must not allow multiple use of the learning material and the examination is to be completed without assistance from others and without using any notes that may have been made while viewing the learning material. The intention is to duplicate exam conditions. You will regard any copies of questions and answers as confidential and you shall not reproduce or permit another to reproduce such materials.
13. You understand that deliberately breaching these terms and conditions could affect the value of the course for compliance both for yourself as an individual and for your organisation. It could also result in the withdrawal of your certificate.
14. By confirming your name and date of birth and pressing the "agree" button you declare that you:-
 - a. understand these terms and conditions;
 - b. will abide by them to the best of your ability;
 - c. have provided us with your true identity; and
 - d. you are the person who will be completing the course and examination.