

ENROLMENT FORM

Please note that we cannot accept your enrolment form unless the form has been completed in full, including an ID number and signature. The enrolment form must be faxed back to the relevant fax number above.

COURSE/ PACKAGE DETAILS

CODE	COURSE NAME	BRANCH	DATE	FEE
To enroll on a package, please complete all the course details, leaving only the price blank. Then type in the price under the sub-total heading, add any exams, and continue.				SUB-TOTAL
				EXAM FEE
				TOTAL EXCL VAT

PERSONAL DETAILS

TITLE		SURNAME	
FIRST NAME			
COMPANY			
DESIGNATION			
TEL (WORK)		FAX NUMBER	
TEL (HOME)		CELL PHONE	
EMAIL			
ID NUMBER		ACCOUNT MANAGER	

* Please note that if you do not supply your ID number, we will not be able to enrol you.

POSTAL ADDRESS	
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COMPANY DETAILS

APPROVED BY	
COMPANY VAT NUMBER	
INVOICE FOR ATTENTION OF	
ORDER NUMBER	
	DATE

INFORMATION UPDATE

I hereby give consent to Torque Technical Computer Training, (PTY) Ltd trading as Torque IT, Reg. # 1995/004350/07, to include me in marketing communication, advising me of all the latest training, product releases and/or promotions, certification upgrades and value adds offered; in the following manner:

EMAIL Yes No CELL PHONE Yes No

TORQUE TECHNICAL COMPUTER TRAINING (PTY) LTD

DIRECTORS AL Allison, G de Beer, C Raath, F Pieterse

HEAD OFFICE 5 Mellis Avenue, Mellis Park, Rivonia, South Africa PO Box 3149, Rivonia, 2128, South Africa
Tel +27 11 602 9000 Fax Technical 0866 329 688 Fax Campus 0866 329 687
info@torque-it.com www.torque-it.com

REGISTRATION NUMBER 1995/004350/07

SUBSIDIARY OF
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GROUP

TERMS & CONDITIONS

1. PAYMENT

- 1.1 Payment shall be made prior to the student attending the first lecture. If the student fails to do so, he/ she will not be allowed to attend.
1.2 If payment is made by way of a company cheque, or if the signature on the face hereof is that of a director of a company, the student attending the course will be held jointly and severally liable for the total fee of the course/s and any exams and failure to attend the lectures or exams will not in any way affect the enrolment fee in that the student/ company will be held liable for the total fee for all course/s and exams.

2. CANCELLATION & RESCHEDULING

- 2.1 Torque IT may cancel or reschedule a class at its discretion, and if it does, we will use reasonable efforts to notify you at least one week in advance. You will not be charged for the Torque IT cancellation or rescheduling. Please notify us as soon as possible of any changes in your training schedule by informing the relevant Torque IT Account Manager.
2.2 The cancellation period for public scheduled training at any Torque IT branch is 8 working days. In the event of the student/company cancelling or postponing the course within 9 or more days of course commencement, there will be no charge to the student/company.
2.3 The cancellation period for training onsite at the client's venue is 10 working days. In the event of the student/company cancelling or postponing the course within 11 or more days of course commencement, there will be no charge to the student/company.
2.4 The cancellation period for training on any Datacentre and/or Service Provider modules at any Torque IT Branch is 15 working days. In the event of the student/company cancelling or postponing the course within 16 or more days of course commencement, there will be no charge to the student/company. A 100 % cancellation fee will be levied for cancellations less than 16 days.
2.5 In the event of the student/company cancelling or postponing the course on the day of course commencement, or not showing up for the class, a 100 % cancellation fee will be levied.
2.6 In the event that Software Assurance Training Vouchers are used/redeemed for a course and the student does not show up for the training, the client will forfeit allocated free days to the same quantity as the booked course. Please note that the client will still be invoiced for the training intervention that the student was supposed to attend.

3. ENROLMENT

- 3.1 All courses/exams must be completed within 8 months of the date of enrolment. Failure to do so will result in forfeiture of fees unless otherwise agreed to in writing.
3.2 The student hereby acknowledges that he/she has read the pre-requisites for the course/courses listed above, and understands that it is up to him/her to ensure that these criteria are met before attending the courses. Torque IT will not be responsible in the event that the student is unable to complete the course if these pre-requisites have not been met, and reserves the right to ask the student to leave the course.

4. RECOVERY

- 4.1 In the event of any action for the recovery of monies, or any action by Torque Technical Computer Training (Pty) Ltd in terms of these terms and conditions, the student/company hereby acknowledges that it will be liable for legal costs on the scale as between attorney and own client, which costs shall include costs of a tracing agent and collection commission.

5. DOMICILIUM

- 5.1 The student/company hereby nominates its *domicilium citandi et executandi* at the address stipulated on the face hereof for the purpose of service of any notices and proceedings in consequence of this agreement.

6. JURISDICTION

- 6.1 The student/company hereby consents in terms of Section 45 of the Magistrates Court Act 32 of 1944 to the jurisdiction of the Magistrates Court in respect of any action instituted by Torque Technical Computer Training (Pty) Ltd notwithstanding the fact that the sum claimed may exceed the jurisdiction of such court.

7. WAIVER

- 7.1 No relaxations or indulgences granted by Torque Technical Computer Training (Pty) Ltd through the student/company shall in any way be construed as being a waiver or renunciation by Torque Technical Computer Training (Pty) Ltd of any of its rights in terms of this agreement. Such relaxation or indulgence shall further not be regarded as a negation of the student's/company's liability in terms hereof.

8. SOLE AGREEMENT

- 8.1 This agreement and terms and conditions shall form the sole agreement between Torque Technical Computer Training (Pty) Ltd and the student/company. No amendment or variation thereto shall be of any force or effect unless reduced to writing and signed by all the parties concerned, or their duly authorised agents and/or representatives.

9. LIABILITY

- 9.1 Torque Technical Computer Training (Pty) Ltd shall not be held liable for any damages suffered as a result of any occurrence on its premises and the student/company hereby indemnifies the company against any such occurrence.

10. WARRANTIES

- 10.1 Torque Technical Computer Training (Pty) Ltd makes no representation or warranties in respect of lecturers. It is hereby recorded that a good standard of training will be upheld at all times; in the event that the student is not satisfied as to the standard, the onus of proof thereof shall lie with the student.

11. DAMAGES

- 11.1 The student acknowledges that he/she will be working with expensive computer equipment and shall be held liable for any damages suffered by Torque Technical Computer Training (Pty) Ltd to the equipment through any negligent acts by the student.

12. ORACLE BOOKINGS

- 12.1 For all Oracle training bookings please familiarise yourself with the Oracle Terms and Conditions by visiting the Oracle website : http://www.oracle.com/global/za/education/terms_policies110108.html

STUDENT

COMPANY/ CLOSED CORPORATION

I hereby agree to the above terms and conditions, and have paid particular attention to points 1.1, 1.2 and 3.1, as well as having reviewed the cancellation and rescheduling clause.

NAME		NAME	
DATE		DATE	
STUDENT SIGNATURE		AUTHORISING SIGNATURE	

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