

### Admission Registration Form

<b>Certification Awarding Body + Course Name:</b>	
<b>PERSONAL DETAILS</b>	
<b>Full Name: (for Certificate)</b>	
<b>Date of Birth &amp; Gender:</b>	
<b>Passport Number:</b>	
<b>Nationality:</b>	
<b>Emirates ID Number:</b>	
<b>Highest Education Qualification:</b>	
<b>If applicable, advise any disability &amp; special learning needs.</b>	
<b>CONTACT DETAILS</b>	
<b>Mobile:</b>	
<b>Landline:</b>	
<b>e-mail:</b>	
<b>Address:</b>	
<b>P.O. Box:</b>	
<b>Company / Univ. Name:</b>	
<b>Designation / Department:</b>	
<b>Years of Experience:</b>	

**Additional Course Info:** \_\_\_\_\_

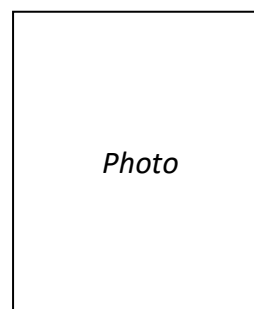
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**Documents Required:**

- Passport copy (with VISA page, if resident in another Country)
- Photograph (Passport Size) + Photo ID Copy + Payment Receipt

**TERMS AND CONDITIONS FOR ADMISSION:**



1. Payment for any course must be made in full after registration & prior to course commencement.
2. Amount paid is only for the mentioned individual person and for the specified course.
3. Fees & other amounts paid are non-transferable & non-refundable.
4. Method of payment: Demand Draft | Cheque | Credit/Debit Card | Bank Account Transfer.
5. All Bank Charges are to be borne by Payor. WingsWay Training Institute should receive the full invoice/agreed amount.
6. Payments are to be made in UAE Dirhams (AED) and/or relevant currency of the International Awarding Body.
7. Course fee and examination fee may be exclusive of all applicable taxes. Any increase in the exam fees / bank charges / administration costs, the difference will be borne by the student
8. Attendance is mandatory.
9. In case, student stops classes for any reason, the pre agreed EMI's to be paid as scheduled.  
Non payment will lead to delisting of student.
10. Management reserves right to cancel the admission or disallow student from attending classes/exams, without refund, for non-compliance of rules/regulations/behavior/documentary requirements, as set and advised from time to time.
11. Administration Cost Of AED 100/- Per Week, Will Be Applicable On All Delayed Payments.  
Cancellation of Admission:  
WingsWay also reserves all rights to cancel the admission of any candidate under any of the following circumstances:
  1. If fees are not paid by the agreed date.
  2. If the candidate does not join the program on the start date even if the Fees have been paid.
  3. If the candidate fails to furnish the proof of the stipulated minimum qualifications.
  4. If any instance of unfair means is found after admission.
12. Right of Modification:
  1. The Institute reserves its right to alter or modify the structure of the course contents.
  2. The fee structure can be modified without prior notice.
  3. The Institute reserves all rights to improvise, modify, alter, add other Terms and Conditions.
13. Dispute Jurisdiction: Any dispute shall ideally be amicably resolved amongst the parties with mutual agreement.
14. Limitation Clause: No payment dispute shall be raised after the expiry of 15 days from the date on which the process of admission and/or selection is completed.
15. Agreement Clause: All students shall be bound by the Terms & Conditions of WingsWay Training Institute.
16. Placement Clause: WingsWay Training Institute is a professional training institute. We can offer placement assistance, but we do not provide any job or placement guarantee. Placement can be in any city in any country.
17. The e-mail & contacts provided can be used for communications pertaining new information & future offers.
18. For Credit/Debit Card payments, an additional 'convenience fee' of 3% can be charged.
19. Courier charges (if any) to be borne by students
20. By signing this form, you agree to have received, or seen on our website, and understood the course contents & our policies pertaining:
 

Complaints | Data Protection | Equality & Diversity | Health & Safety | Reasonable Adjustments | Malpractice

**Signed & Agreed Declaration:**

I hereby certify that the information provided on Page 1 & 2 of the Admission/Registration Form & all relevant Forms is correct, updated & complete. I agree & understand that misrepresentation of facts or omissions will justify and lead to the denial or cancellation of admission, including expulsion. I have read, understood, and do hereby consent to the above Terms & Conditions

<b>Date:</b>	<b>Signature of the Applicant</b>
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