



## **Terms and Conditions for 2024** **INTERACTIVE DRAWING THERAPY (IDT): ONLINE FOUNDATION COURSE**

### **Provision of Course Material**

The online IDT Foundation Course is delivered by Zoom platform. Course content is the same as the face-to-face IDT training and follows the same timeframe, (ie. 8:30am-5:00pm Australian Eastern/Daylight Standard Time). Breakout rooms are used for dyad work. An IDT Handbook is provided for each Unit One and Unit Two of the Foundation Course. Handbooks are copyright protected, and mailed by Express Post to participants, at no extra cost.

### **Course Postponement/Cancellation**

Every effort is made to keep to the advertised course dates, but we reserve the right to cancel or postpone courses if minimum numbers are not reached. In that event a full refund will be made.

### **Withdrawals Transfers and Substitutions**

All requests for refunds, transfers and substitutions must be made in writing.

There are limited spaces on each course, therefore:

#### ***Withdrawals***

A full refund (less \$50 administration fee) will be given for withdrawals received more than one calendar month prior to the course start date, and a 50% refund for withdrawals received within one calendar month of the course start date. There is no refund for cancellations received after the course has commenced.

If both units of the Foundation Course have been paid for, and the withdrawal is for Unit Two, the original fee for Unit One reverts back to the Single Unit fee.

#### ***Transfers***

Course registrants can transfer to another online IDT Foundation Course scheduled for a different date. A \$25 administration fee is charged for each transfer received more than one calendar month prior to the course start date.

#### ***Substitutes***

A substitute participant who meets the course pre-requisites is welcome to attend in the place of the original registrant on completion of the registration form. A \$25 administration fee will be charged for each substitution.

### **Absence**

Non-attendance is treated as a cancellation. Missing any part of a course is treated as a cancellation, and no refund is given. If you have attended part of a course and have had to leave due to illness or a family or work emergency, you may be entitled (at IDT teacher's discretion) to register for a future repeat of the course at a reduced, discounted price.

You must attend both days of each unit to be considered to have completed the unit.

### **Online Preparation**

Participants are responsible for organising a reliable internet connection and back up digital device/s. If connection is difficult for whatever reason, you can transfer to another Foundation Course as per "Transfers" above. Participants supply their own drawing equipment - see list provided.

January 2024