

Terms & Conditions

ALSO (Asia Pacific Ltd) is a Not-for-Profit Organization

By registering you are agreeing to AMaRE's Terms & Conditions as follows:

The intention behind our terms and conditions are that courses have enough participants to run the course at sustainable numbers.

Course fee: Please be aware that fees for courses are subject to change.

Payments:

- Payment for the ALSO, BABE or PIMS course must be received at least 3 months prior to the course commencement.
- If payment has not been received at least 3 months prior to course commencement, we reserve the right to cancel your place, unless prior arrangements have been made with the course administrators.

Confirmation and Course Study Material: Your confirmation will be sent by email and includes a study link. Registrants are liable for postage and/or manual replacement cost where incorrect address details are provided or when the recipient fails to collect the parcel from Australia Post.

Transfers/ Refunds/Cancellations

Can only be arranged by written request as follows

- Transfers are only available if there are position vacancies in the course requested.
- Where the request for transfer/cancellation is received for your course registered.
 - 90 + days prior no fee applies
 - 42-90 days prior to the course will incur a \$150 administration fee
 - 14-42 days prior to the course will incur a 50% administration fee
 - 0-14 days prior to the course will incur a 100% penalty fee
- Substitutions must be advised no later than 7 days prior to the course
- All transfer/refund/cancellation requests must go to caitlyn@mayhemcorp.com.au.
- One transfer is permissible, this must be within 12 months from the first course date
- More than one transfer incurs a fee of \$400.00 penalty
- Due to illness, injury or misadventure - a medical certificate must be provided, dated prior to the course
- Manuals are non-refundable

Course Cancellations: AMaRE reserves the right to alter any arrangements, including cancellation of courses should registration numbers not reach the 40 pax minimum requirement. The AMaRE website is updated regularly regarding specific course status. We will notify you of cancellations and changes as soon as possible. Please be aware that AMaRE is not responsible for any costs that may be incurred as a result of cancellations.

Non-attendance: Registered participants, without prior phone and written notification and without acknowledgement of receipt of this notification who do not appear for registration, are deemed to be a no-show and will not be eligible for a refund of the registration fee.

ALSO (Asia Pacific) Privacy Policy

These policies describe the ways ALSO collect, store, use and protect personal information. You accept this Privacy Policy when you sign up for or use of our products, services or any other features, technologies or functionalities offered by us on our website, application or through any other means (Collectively the “ALSO Services”). ALSO may amend this policy at any time by posting a revised version on the ALSO website. The revised version will be effective at the time of posting. In addition, if the revised version includes a substantial change, Mayhem will provide ALSO with 30 days’ prior notice by posting notice of the change on the Policy Updates page of the ALSO website.

How ALSO collect information about you

When you visit the ALSO website or use the ALSO Services or ALSO application, ALSO collect information sent via your computer, mobile phone or other access device. This information may include your IP address, device information including but not limited to identifier, name and type, operating system, location, mobile network information and standard web log information, such as your browser type, traffic to and from ALSO Website and the pages you accessed on the ALSO website.

If you open an account or use the ALSO Services, ALSO may collect the following types of information:

- Contact information- your name, address, phone, email and other similar information
- Financial Information- the full bank account numbers and/ or credit card numbers that you link to your ALSO account or give us when you use the ALSO Services

Before permitting you to use the ALSO Services, ALSO may require you to provide additional information to verify your identity or address or manage risk such as your date of birth or other information.

How ALSO protect and store personal information

Throughout this policy, the term “Personal Information” is used to describe information that can be associated with a specific person and can be used to identify that person. ALSO does not consider personal information to include information that has been anonymised so that it does not identify a specific user.

ALSO store and process your personal information on a computer protected by maintaining physical, electronic and procedural safeguards. Computer safeguards such as firewalls and data encryption are used and ALSO enforce physical access controls to the buildings and files, and authorize access to personal information only for those employees who require it to fulfil their position responsibilities.

How ALSO use the personal information collected

The primary purpose in collecting personal information is to provide you with a secure, smooth, efficient and customised experience. Your personal information may be used to:

- Provide the ALSO Services and customer support you request
- Process transactions and send notices about your transactions
- Resolve disputes, collect fees, and troubleshoot problems
- Prevent potentially prohibited or illegal activities, and enforce our User Agreement
- Customize, measure and improve the ALSO Services and the content and layout of our website and applications
- Deliver targeted marketing, service update notices, and promotional offers based on your communication preferences