

## Terms and Conditions

These Terms and Conditions ("Terms") form a legally binding agreement between you ("Trainee") and SponenTech Limited ("Company") for participation in any training course or event provided by the Company. By registering for a course, you agree to comply with and be bound by these Terms.

### 1. Registration and Course Enrolment

1.1. By registering for a course, you represent and warrant that you are 18 years of age or older. All users who are minors in the jurisdiction in which they reside (generally under the age of 18) must have the permission of, and be directly supervised by, their parent or guardian to register.

1.2. Registration is subject to availability. The Company reserves the right to refuse registration or cancel enrolment at its discretion.

1.3. You agree to provide accurate and complete information during registration. The Company is not liable for any issues arising from incorrect or incomplete information provided.

1.4. It is the sole responsibility of the user enrolling into a Program to check the accuracy of, and evaluate the suitability and relevance of, the Program elected. The enrolment into a Program is non-transferable.

### 2. Payment Terms

2.1. All course fees ("Fees") must be paid in full prior to the start of the course unless otherwise agreed in writing.

2.2. Payments can be made through online bank transfer. Payment details will be provided upon registration.

2.3. Failure to pay Fees by the due date may result in cancellation of your registration and denial of access to the course. The Company reserves the right to take necessary action, including legal steps, to recover any outstanding amounts.

### 3. Cancellation and Refund Policy

3.1. If you cancel your registration 60 days or more before the course start date, you will receive a full refund. Cancellations made within 30 days of the course start date are subject to a cancellation fee up to 100% of the registration fees. No refunds will be issued for cancellations made on or after the course start date, or if you fail to attend the course.

3.2. The Company reserves the right to cancel or reschedule a course due to unforeseen circumstances. In such cases, you will be offered a full refund or the option to transfer to another course at no additional charge.

### 4. Course Materials and Intellectual Property

4.1. The Services, Programs (defined below), and related offerings are owned and operated by the Company and its licensors. Except as otherwise provided herein, all content or materials available on our platform or through the Programs, including but not limited to online/live lectures, speeches, video lessons, quizzes, presentation materials, homework assignments, programming assignments, code, images, text, layouts, arrangements, displays, illustrations, documents, audio and video clips, HTML files, and other resources (collectively, "Company Content"), are the property of the Company and/or its affiliates or licensors, and are protected by copyright, patent, and/or other proprietary intellectual property rights under applicable laws. All software used in the Services, including our Learning Management System, website, and applications, is the property of the Company and is protected by applicable copyright laws.

4.2. The Company logos, trademarks, and service marks that may appear in the Services and Programs ("Company Marks") are the property of the Company and are protected under applicable laws. All other trademarks, service marks, and logos used in the Services, online courses, or Programs, with or without attribution, are the trademarks, service marks, or logos of their respective owners. Additionally, elements of the Services are protected by trade dress and other applicable intellectual property laws and may not be

copied, reproduced, downloaded, or distributed in any form, in whole or in part, without the express written consent of the Company.

4.3. As a condition of accessing the Services and/or using the Programs, you agree not to (a) reproduce, duplicate, copy, sell, resell, or exploit for any commercial purpose any Company Content or any portion thereof, except as expressly permitted under these Terms; and (b) use the Company Marks or the name, trademarks, service marks, or other materials of any Educational Partner in connection with, or to transmit, any unsolicited communications or emails, or for any other unauthorized purpose.

4.4. Please verify all content before use. If you come across any content that is incorrect, infringing, offensive, indecent, or objectionable, please notify us immediately at the contact information provided at the bottom of this page.

4.5. Additionally, from time to time, the Company (or its third-party service providers on behalf of the Company) may request users to review content or beta-test the Services. Any works derived from such activities shall remain the sole and exclusive property of the Company or its third-party service providers, as applicable.

## **5. Conduct and Responsibilities**

5.1. Code of Conduct: You are expected to behave professionally and respectfully during all course activities. The Company reserves the right to remove any trainee who, in its sole discretion, is disruptive or fails to comply with the Code of Conduct.

5.2. Technology Requirements: For online courses, it is your responsibility to ensure that you have access to the necessary technology (e.g., reliable internet connection, hardware, and software) to participate in the course. The Company is not liable for technical issues that are within your control.

## **6. Liability and Disclaimer**

6.1. While the Company makes every effort to deliver high-quality courses, it does not warrant that the course content will be error-free, complete, or current. The Company reserves the right to make modifications to the course content or Materials at any time.

6.2. To the fullest extent permitted by law, the Company is not liable for any direct, indirect, incidental, consequential, or special damages arising out of or related to your participation in the course, including but not limited to personal injury, lost profits, or damage to personal property.

6.3. The Company is not responsible for any injury, illness, loss, or damage incurred during the course, whether in-person or online. Trainees are responsible for their own health and safety.

## **7. Certification**

7.1. Certificates of completion will be awarded only if the Trainee has met the course requirements, including but not limited to attendance and successful completion of any assessments or exams. Please note that this Program Certificate may or may not include academic credits. We recommend contacting our Program Office for more information on this matter.

You acknowledge and agree that any Program associated with an Educational Partner may be subject to the terms, policies, and procedures of that Educational Partner, in addition to the Company's Terms. Specifically, if you are a student registered at, enrolled in, or otherwise attending an Educational Partner while taking a Program for credit or certification, you understand and agree that (a) the Educational Partner may have its own terms, policies, or procedures regarding your eligibility to participate in the Program, your involvement in the Program, the requirements for earning credit or certification, and/or the management of your educational or student records related to your participation and performance in the Program, and (b) your educational or student records will be maintained by the Educational Partner, including for the purpose of assigning credit or certification, and not by the Company.

7.2. Misrepresentation: Any fraudulent or misleading activity regarding course participation or certification may result in the revocation of certificates or disciplinary action, including legal action.

## **8. Data Protection and Privacy**

8.1. By registering for a course, you consent to the Company collecting, storing, and processing your personal data for the purpose of course delivery, registration, marketing, programmes promotions, and communication.

8.2. Your personal data will not be shared with third parties unless required by law or with your consent.

8.3. You may opt-out to receive marketing and promotional materials from the Company by emailing us.

## **9. Force Majeure**

9.1. The Company shall not be liable for any delay or failure to deliver the course or perform its obligations under these Terms due to circumstances beyond its control, including but not limited to acts of God, weather, death, war, terrorism, labour strikes, or governmental regulations.

## **10. Amendments to Terms**

10.1 The Company reserves the right to update or modify these Terms at any time. Any changes will be communicated to you via email or posted on the Company's website. Continued participation in the course after the effective date of the modifications will constitute your acceptance of the amended Terms.

## **11. Governing Law and Jurisdiction**

11.1 These Terms and Conditions shall be governed by and construed in accordance with the laws of United Kingdom. Any disputes arising under or related to these Terms shall be subject to the exclusive jurisdiction of the courts in United Kingdom.

## **12. Marketing and Use of Participant Information**

12.1. By participating in any training course or event, you agree that the Company may take photographs, video recordings, and/or audio recordings during the training for use in its promotional materials. You hereby grant the Company a worldwide, perpetual, royalty-free license to use, reproduce, modify, publish, and distribute your image, likeness, voice, name, and testimonials in any format, including but not limited to the Company's website, social media platforms, brochures, and other marketing materials.

12.2. Any work, projects, or materials created or submitted by you during the course may also be used by the Company for marketing, promotional, or informational purposes. You waive any right to inspect or approve the final use of such materials.

12.3. The Company may use any feedback, comments, or reviews you provide regarding the training for the purposes of improving its services and for marketing purposes. You agree that the Company may publish and share your feedback, along with your name, in promotional materials and on public platforms without the need for further approval or compensation.

12.4. If you do not wish for your image, work, or feedback to be used for marketing or promotional purposes, you must notify the Company in writing prior to the start of the course.

## **13. Termination and change of our services**

13.1. We are continually evolving and enhancing our Services. This means we might introduce new functions, features, or requirements, as well as remove existing ones, and we may even pause or discontinue a Service entirely. As a result, the Company reserves the right to end your access to any Service for any reason. If your access to a paid Service is terminated, you may be eligible for a refund, which will be determined on a case-by-case basis at the sole discretion of the Company. Additionally, each of our programs ("Program") may have its own specific terms regarding payments, cancellations, refunds, and related matters. The Company, along with its directors, instructors, contributors, sponsors, business partners, and their respective employees, officers, staff, contractors, and agents (collectively referred to

as the "Company Parties") will not be held liable for any actions taken in this context. You are free to stop using our Services at any time.

13.2. We also retain the right to revoke your access to our Services if we discover that you have been sharing any information—whether written or spoken—that could lead to the spread of misinformation, inaccuracies, or misleading content regarding our products and services. Additionally, if you violate any of these Terms, our Privacy Policy, or any other applicable policies or agreements, or fail to comply with relevant laws, we may take necessary actions, including legal measures and removal of any non-compliant information you have shared.

#### **14. INDEMNIFICATION**

14.1. You agree to indemnify, defend, and hold harmless the Company and its affiliates, directors, instructors, contributors, sponsors, and other business partners (collectively referred to as "the Company Parties") from any and all claims, liabilities, expenses, and damages, including reasonable attorneys' fees and costs, brought by any third party due to: (a) your use or attempted use of the Services in violation of these Terms; (b) your violation of any laws or the rights of any third party; or (c) any User Content you provide, including but not limited to claims of infringement or misappropriation of intellectual property or other proprietary rights.

#### **15. Research in Education**

15.1. The Company usually participate in research in learning and teaching. Your participation records in courses may be used for educational research and any research findings will be shared in a way that doesn't identify individuals. Rest assured, your personal identity will not be revealed in any research results unless you give explicit permission.

#### **16. Contact Information**

For any questions regarding these Terms or your course registration, please contact us at:

SponenTech Limited

24 ST. Oswald's Road, Manchester M19 3DR, United Kingdom

Tel: +44 7521 234 055

Email: [Info@SponenTech.co.uk](mailto:Info@SponenTech.co.uk)

By registering for a course with SponenTech Limited, you acknowledge that you have read, understood, and agree to these Terms and Conditions.