

TRAINING WITH TEAM DIGITAL

Course Structure

Class sizes are restricted to a maximum of eight participants to ensure adequate attention is given to each student. Each student can be provided with a computer*, which is configured to either a Mac or Windows operating system.

Course Notes

Adobe Certified Courseware is provided to aid in the learning process and as a permanent source of reference for students to keep.

Course Presenters & Course Content

Our presenters are skilled educators who have years of experience in presenting short courses as well as designing customised programs for specific training needs.

Times & Parking

Please refer to Page 2 for relevant times & dates. Please refer to the Session Overview (provided with your Enrolment Confirmation) for further details regarding parking & other transport options. There is limited free parking on surrounding streets (max. 2-hours only).

Enrolment & Payment

- Enrolment is made by completing the form on Page 2 and returning it to us with a 30% deposit.
- *Please note that enrolments cannot be processed unless accompanied by payment.*
- The balance of the course fee is due no later than seven (7) days prior to the commencement of the course.
- The exception to the above is: if your company has a 30-day account with us & provides a Purchase Order; or if your accounts department pays the invoice with funds clearing before the course start date.

Cancellation Policy

- No less than 7 days from course date = 100% refund
- Less than 7 days from course date = Deposit forfeited
- Non-attendance (No-show) = All payments forfeited

Please note that the above cancellation policy may not apply where inability of a student to attend is caused by medical illness. Upon presentation of a medical certificate and at Team Digital's discretion, the course fee will either be refunded in full or the enrolment commuted to a subsequent course at a date suitable to all parties.

Money Back Guarantee

Subject to certain conditions, Team Digital offers a money back guarantee where the training does not meet students' expectations. For a full explanation of this policy, please [visit our website](#).

Privacy Policy

Please [visit our website](#) to view our Privacy Policy.

TRAINING COURSE REGISTRATION

Please complete all sections and return to us for processing.

Course Information	
Title	Lightroom Classic CC – Essentials
Dates	27 Oct, 3 Nov, & 10 Nov 2019
Start & finish times	9:30am to 3:00pm (each day)

Billing Information	
Contact Name	
Company Name (if applicable)	
Address (street number & name)	
Address (suburb & state)	
Phone	
Email	

Participant Information	
Name	
Phone	
Email	
Postal Address	

Which version of the application are you currently using? CC (Year: _____) Other: _____

(CC = Creative Cloud e.g. CC 2018)

***Do you require a computer for the course?** Yes No

(Limited number available if participants are unable to bring their own)

Operating system for computer? Windows Mac

Payment

Payment is tendered as follows (all clients must select one option):

Full course fee **\$535** Deposit of 30% **\$160.50**

20% Membership Discount? Camera Club AIPP Student

(When applied, Full course fee = \$428; Deposit = \$128.40)

Payment Method (Please choose one only)

• Credit Card

Visa MasterCard American Express (2.75% surcharge applies)

Card Number: _____ Expiry: _____ CCV: _____

• Direct Deposit OR 30-day Account (Please choose one only)

An Invoice copy will be provided with Team Digital's BSB & Account Number in the lower left corner.
 Please use either the Invoice number or Client ID code as your payment reference.

**I confirm that I have read the [Terms and Conditions on Page 1](#).
 I accept that those Terms and Conditions apply to this enrolment.**

Signed: _____ Name: _____ Date: _____