

TERMS AND CONDITIONS

GCSE EQUIVALENCY



All GCSE Equivalency tests booked with Educate Teacher Training are subject to the following 'Terms and Conditions'. Completed Booking Form and Payment implies acceptance of these 'Terms and Conditions'.

In these 'Terms and Conditions' the word 'Educate' refers to Educate Teacher Training and 'Client' to the person, firm or company booking the test.

Educate's advertised prices are subject to change at any time.

1. Test/Support Programme Bookings

All bookings must be made using the appropriate Booking Form and full payment/deposit must accompany the booking. The only exception will be where funding is being offered by a Sponsor who has been given authorisation by Educate to pay on receipt of an invoice, as per our payment terms.

2. Payment

Full remittance must be received before being permitted to sit any GCSE Equivalency tests or attending a Support Programme. Cheques should be made payable to 'Educate Teacher Training'.

3. Proof of Identification

Photographic proof of identification in the form of a passport, driving licence etc. will be required before being permitted to sit a test.

4. Equipment

Please ensure you bring with you any equipment required for the test, as stated in the "Candidate Guidelines". Educate cannot guarantee availability for requests on the day. Pens/rulers/erasers/pencil sharpeners and lined paper will be made available to all candidates.

5. Nominated Person (within school setting)

The 'nominated person' is the head of school, exam invigilator or manager/owner of a setting. The 'setting' is an Ofsted registered venue such as a school or PVI early years environment.

6. Conflict of Interest (within school setting)

Where the nominated person is known, a relation, or is your line manager, Educate reserves the right to disallow you from sitting the test within the nominated setting. You and the nominated person are responsible for advising Educate of any known conflict that may exist. The decision of Educate is final.

7. Issue of Test Papers to Nominated Person (within school setting)

The nominated person will be verified by Educate prior to the distribution of test papers. On agreeing to act as nominated person, the named person accepts the sole responsibility of ensuring that the GCSE Equivalency tests are conducted according to 'Instructions and Guidelines for Conducting GCSE Equivalency Tests on behalf of Educate Teacher Training'.

Signed agreement must be received by Educate before test papers can be issued.

8. Return of Test Papers (from school setting)

In all cases, Educate strongly recommends that test papers be returned by the nominated person to Educate by 'Special Delivery' guaranteed next day post to avoid a charge of up to £500.00 for non-receipt. This charge covers the cost of voiding, rewriting test papers and administration, and is the responsibility of the nominated person. However, a FREEPOST envelope is enclosed if the nominated person wishes to use it.

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9. Cancellation by the Client

Please notify the GCSE Equivalency Administrator immediately if you are unable to attend your confirmed test date. Where possible, an alternative date and venue will be offered. However, Educate has no obligation to refund any costs if the alternative date and venue is not accepted by the Client, or for any cancellation made 24 hours prior to the day of the test.

If the candidate taking the test in a nominated school setting is unable to take the test, or is absent, the nominated person (invigilator) is to contact Educate and return the sealed test papers immediately.

If the school setting, or the nominated person for that setting is not available on the scheduled test date, please contact Educate immediately for further advice. (Return of the sealed test papers may be required).

If the nominated person in a school setting fails to return the test papers within the set timeframe stated by Educate, please note that Educate reserves the right to charge up to £500.00 to cover the cost of voiding, rewriting test papers and administration.

10. Cancellation by Educate

Educate may cancel the booking, without prior notice, due to circumstances beyond its control. Where an event is cancelled by Educate an alternative date and venue will be offered. If this is not accepted by the Client, a full refund will be offered.

11. Health and Safety

Clients are required to comply with all Health and Safety and general instructions of the venue.

12. Liabilities

Educate will not accept liability for loss or damage to personal effects, motor vehicles or other items brought onto or into any of the venues.

Educate will not accept any liability for any death, illness or injury to persons unless caused by any venue's negligence. The Client shall indemnify Educate in full, against any loss, damage or costs incurred by Educate, which is caused by the Client or their equipment.

Any Client who behaves in a manner deemed to be disruptive will be excluded from the venue and no refund given. If you have any complaints prior to, or during the event, please notify us immediately and our staff will do what they can to help.

Educate will not be liable for any complaint or claim unless notified in writing within seven days of the event.

Educate reserve ownership rights not to return completed test papers for Client feedback/informational purposes or for external remarking if the outcome of the test is not what was expected by the Client.

Educate will not return any completed test papers under any circumstances.

Please note, it is important for the Client to appreciate that while the majority of institutions and organisations will consider a Grade C or higher pass in an Equivalency test as being equivalent to a Grade C or higher GCSE award, they are under no obligation to do so. It is the Client's responsibility to check with the relevant institution and/or organisation that Educate GCSE Equivalency tests are acceptable.

Please retain a copy of these 'Terms and Conditions' for your records.