



# Growth Institute

## Workplace Integrated Training Solutions

*An approved private college*

[www.growthinstitute.co.za](http://www.growthinstitute.co.za)

## Terms and conditions: Book Ordering at Preferential Rates

(hereinafter referred to as The Channel)

1. The Channel remains the intellectual property of Growth Institute (PTY) Ltd and cannot be copied or used by anyone else without the express written permission from Growth Institute (PTY) Ltd
2. The channel is for the exclusive use of bona fide ICB students (proof of registration at ICB will be required)
3. Students must be able to collect orders from our campus
4. For ordering purposes, students must send an email to [study@growthinstitute.co.za](mailto:study@growthinstitute.co.za) containing the following details:
  - a. Student name
  - b. Student ID number
  - c. Student contact numbers
  - d. Student email address
  - e. List of subjects for which study material is required with specific reference to:
    - i. Number of textbooks required for a specific subject and/or
    - ii. Number of workbooks and solutions guides required for a specific subject and/or
    - iii. Number of pro kits requires for a specific subject
5. If students want books to be couriered to them, a minimum courier fee of R 270 will apply
6. After Growth Institute received an order, a quote will be issued to the student
7. All quotes are valid for 48 hours and students must indicate by email whether they accept the quote or not
8. Upon acceptance of the quote, students must pay for the order using the quote number as reference
9. A proof of payment must be emailed to [study@growthinstitute.co.za](mailto:study@growthinstitute.co.za)
10. Upon receipt of the proof of payment in (9) above, Growth Institute will place the book order.
11. Students must order book a minimum of 12 weeks before the intend to write the exam for which the books a meant
12. Payments must be made by EFT and Growth Institute reserves the right to charge a R 150 cash handling fee if any payments are made by way of a cash deposit into our bank account.
13. No cheques or crypto currencies are accepted as form of payment.

14. Growth Institute reserves the right to enforce our 90-day refund policy on any requests to cancel orders after a payment was made for so such order as contemplated in (4) above
15. Students will be notified when books are ready for collection
16. It remains the student's responsibility to collect his/her book after a pick-up notification was sent out.
17. Students outside Gauteng can order their books from Growth Institute on condition that a minimum courier fee of R 200 per package will apply.

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