



TERMS AND CONDITIONS OF SERVICE

1. The Growth Group of Companies consist of Growth Institute (PTY) Ltd and Workplace Integrated Training Solutions (PTY) Ltd.
2. Above companies trade as “The Growth Institute” and will be referred to in this document as “The Provider”
3. Growth Institute and Workplace Integrated Training Solutions are accredited theory providers at:
 - a. The Institute of Certified Bookkeepers (ICB), Quality Council for Trades and Occupations and
 - b. The Confederation of Travel and Hospitality (CTH)
4. All ICB programs are certificated by FASSET and the ICB is a Quality Assurance Partner of the QCTO
5. All Travel and Hospitality programs are certificated by the CTH and are offered as **International Short Learning Programs**
 - a. Qualifications for the CTH short learning programs are issued by the CTH in the United Kingdom and students can apply to SAQA for recognition after they completed all modules in the CTH short learning programs
6. The provider contracts with the student to act as theory provider. In other words, the provider acts as a professional tutoring service that agreed to prepare the student for exams administered by either the CTH or the ICB
7. In the capacity as a professional tutoring service, the provider will ensure that students are instructed at a level sufficient to take the assessments required by the ICB or by CTH
8. Students are thus considered clients to the provider and contact with the provider to render specific tutoring services as agreed to between:
 - a. The provider and ICB
 - b. The provider and CTH
9. The provider does not claim the right to issue any qualification certificates

10. Any attendance certificates issued by the provider cannot and must not be construed as a qualification certificate
11. All exams for the ICB and CTH programs are external exams
12. Said exams are assessed, marked and moderated by either ICB or CTH, and the provider cannot influence the outcome of said exams in any way whatsoever
13. Disputes regarding the outcome of any assessment is between the student and the examining body
14. Above programs are acknowledged by a number of professional bodies.
15. Students are registered as members of said professional bodies where students are afforded specific rights and privileges in line with the professional bodies' rules and/or standard policies/procedures

26 October 2017