



unBEATable SCHOOL OF LOG CONSTRUCTION

Registration and Registration Fee

Registrations are accepted year-round for the courses scheduled on a first come first served basis. All registrations must include the non-refundable course deposit fee to be guaranteed a seat in the course. The balance of course fees are due six (6) weeks prior to the scheduled course start date. (see Appendix A - Registration Form)

Payment Policy

The non-refundable Course Registration Deposit is **payable upon submission on your Registration** with the unBEATable School of Log Construction. The payment schedule of your course fees is shown below. Fees shown include GST.

Payment Schedule

Comprehensive Log Builder Non-Refundable Course Registration Fee Due upon registration	\$525.00
12 weeks prior to the start of course	\$1,706.25
6 weeks prior to the start of the course	\$1,706.25
Total Comprehensive Log Builder Course ONLY	\$3,937.50

Roof Systems Course Registration Fee - Due 6 weeks prior to the start of the course	\$1,260.00
Total Comprehensive Log Builder Course WITH Roof Systems	\$5,197.50

Students who have not paid in full will not be permitted to attend the course until all course fees have been paid in full.

Refund Policy:

Full Refund: Course cancelled by unBEATable School of Log Construction

Partial Refund: Withdrawal request received 12 weeks prior to the start of course, Course fees paid less the non-refundable registration fee.

Partial Refund: Withdrawal request received 6 weeks prior to the start of course, 50% of course fees paid, less the non-refundable registration fee.

No Refund: No refund will be given after 6 weeks prior to the start of the course. Students wishing to withdraw will be given a credit for fees paid, to be used for a future course at the unBEATable School of Log Construction. Credit must be used within 12 months of the original course registered for. Credits not used within 12 months will not be refunded.

Course Cancellation Policy:

The unBEATable School of Log Construction (the School) reserves the right to cancel or reschedule any course at any time. Should the School cancel the course, the School will refund all course fees and deposits paid by the student within 30 days of cancellation of the course. The School will not be responsible for any other costs incurred by the student in the event of course cancellation.

Privacy Policy:

The personal information collected on this form is for the sole purpose of registering the student for a course with unBEATable School of Log Construction. We will use the information provided by the



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student to maintain contact with the student and the emergency contact person as required. The unBEATable School of Construction will not share, sell or otherwise disclose the personal information collected without the express permission of the student.

Impairment and Substance Abuse Policy:

unBEATable School of Log Home Construction maintains a drug and alcohol-free training and workplace. Drugs specifically include marijuana (prescription, medical, and recreational), abuse of medications (prescription or otherwise), all illegal street drugs, and the use of other substances that may cause impairment.

The following are prohibited:

- a) Use of a substance at the course/training site or during class / training hours (includes breaktime;
- b) Being under the influence of a substance that may cause impairment during course/working hours;
- c) Reporting to the course/work under the influence of a substance;
- d) The unlawful manufacture, distribution, possession, transfer, storage, concealment, transportation, promotion or sale of a substance or substance related paraphernalia at the course/worksite.

Where there is reasonable suspicion that a student is under the influence based on observations of specific physical, behavioral, or performance indicators, and such observations have been made the instructor or another student who has reported the concern to the instructor, the instructor will immediately take steps to determine if the student demonstrating signs of impairment is fit to be at class; if there is any doubt of the student's fitness to participate in the class activities, the student will be directed to cease activities immediately.

The instructor will meet with the student privately and determine if the student is impaired, and if so, the student will be removed from the class/training site for the rest of the day and it will be decided if the student continuing the course in everyone's best interest. If approved to remain in the course, the student will be required to sign an agreement with the unBEATable School of Log Construction, agreeing that should a 2nd occurrence of non-compliance of Drug and Alcohol Policy at class or on the worksite occur, the student will be immediately expelled from the course, with no right to recourse or refund.

Should it not be deemed in the best interest of the course in progress for the student to continue, or should the student not agree to sign the agreement, the student will be dismissed from the class for cause, with no right to recourse or refund.

Release of Liability and Accident Waiver:

All students are required to agree and sign the unBEATable School of Log Construction (*the "School"*) RELEASE OF LIABILITY and ACCIDENT WAIVER FORM (*the "Form"*) (Appendix B) Students who have not signed the Form by the first day of the course will not be permitted to participate until the Form has been signed.