

FOR OFFICE USE	BOOKED	QUOTE NO	CONFIRMED	INV NO
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FULLY ACCREDITED TRADE TEST CENTRE
 QCTO Accreditation No's.
 AC000173NAMB
 SDP1220/18/00370
 17-QA/ACC/0357/09/MER

Air Conditioning and Refrigeration Academy

203 Element road, Chloorkop, Kempton Park 1619 • PO Box 1709, Edenvale, 1610
 Tel (011) 393 1642 / (011) 609 1118 / 082 936 4183 • info@acra.co.za • www.acra.co.za
 • VAT. No. 476 018 8229

2024 Enrolment Form *Gauteng - Kempton Park*

Email Enrolment Form with **copy of id** and **proof of payment** to info@acra.co.za

Booking Type please select one	booked & paid for by Employer / Company	booked & paid Private Student	booked & paid for by Parent/Guardian
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1. Course / Learning Programme Description

Course Name			
Start Date		End Date	

2. Learner Information

Learner Name & Surname			
Learner Id. Number			
Learner Cellphone Number			
Learner Email Address			

3. Emergency Contact

Contact Name	Relationship to Learner
Cellphone Number	

TERMS & CONDITIONS

- * Enrolments will not be accepted without a 50% non refundable deposit (or a Company Purchase Order No)
- * FULL PAYMENT IS DUE ON THE FIRST DAY OF THE COURSE
- * Please confirm that we've received your Enrolment — if you havent received a course confirmation letter or Quote/Invoice then you are not booked

CANCELLATION POLICY

- * Should the student/employer cancel his/her course in less than 7 days prior to commencement of training he/she will be liable for the full payment!

PLEASE REMEMBER TO BRING:

- * **Safety Shoes - students will not be allowed in the workshop without safety shoes.**
- * Proof of Payment
- * Id copy
- * Basic Stationary - pen, pencil, ruler, highlighter, eraser, notepad & standard calculator (NO CELLPHONES ALLOWED IN CLASS)
- * Students are not allowed to use cellphones during class

IMPORTANT INFORMATION:

- * The Learner should register at Reception on the first day of every course.
- * The student has to submit a copy of his/her ID on the first day of the course.
- * Classes start at 08h00 until 15h30 Mondays to Thursdays (study time from 15h30 until 16h00) and 08h00 until 13h00 on Fridays (study time from 13h00 until 14h00)
- * Refreshments included - Tea & Coffee

