

Our Terms and Conditions.

General Terms

1. We agree to abide, where applicable, by the Society's Code of Ethics, complaints process and relevant training standards for the time being in force. We accept the provisions of the Society's Articles of Association and Constitution insofar as they pertain to any recognition offered us by the Society as an Accredited training provider.
2. We confirm that we (a) own outright or (b) have the written permission of the author to use any course content we provide.
3. We confirm that a named person of responsibility for this course is a current registrant of the Society, and that all course tutors are appropriately qualified and experienced to teach this course.
4. We confirm that we are clear and transparent with our students with all matters relating to course costs (*including placement supervision and personal therapy - where applicable*)
5. We agree that Accredited course recognition is automatically renewed annually by the Society, and that should we wish to terminate this status we must give the Society notice in writing no less than one month before the specified renewal date, which falls annually one year from the start date of this recognition.
6. We agree that Accredited course recognition will be subject to a re-accreditation every 5 years
7. We confirm that Accredited status does not imply any liability by the Society for the quality or delivery or our course, nor require the Society to take responsibility for our failure to deliver the course or if we become insolvent.
8. We will provide the Society with the number of students per cohort, along with intake dates.
9. We confirm that all students and graduates on HS recognised courses join the Society.
10. We will provide all students and graduates on HS recognised courses with details about the Society's application process and share information from the Society with them.
11. We acknowledge that course Accreditation is conditional on the course being actively run and the course provider facilitates students and graduates to join the Society. In circumstances where there is insufficient participation in the Society by students and graduates, course accreditation may be withdrawn with sufficient notice given by the Society.
12. We acknowledge that all fees are non-refundable.

Dealing With Complaints

13. We confirm that we have in place a written complaints process to deal with any complaints regarding student satisfaction on any Accredited Course recognised by the Society, and that this process includes an appeals or independent review step where any such complaint is assessed by a person or persons unconnected to the first steps in the complaints process.
14. We confirm that any complainant will be provided with a copy of our process including their rights of appeal, and that the Society will be provided with this information on request. We acknowledge that, where the Society receives evidence we are not following our process, that the Society will send us a "Process Notice" requiring us to do so, and that failure to do so could lead to suspension or removal of our Accredited status.
15. We confirm that the Society may hear a complaint about an Accredited course where (a) the complainant has followed our process and is still not satisfied or (b) the Society has received evidence that we have not followed our complaints process. The Society's role in hearing a complaint shall be confined to determination of whether there is evidence that the Society's Accredited standards were not met, and then either (a) requiring

us to provide evidence that we meet the standards or (b) suspending or terminating our Accredited status as appropriate. The Society cannot overturn our complaints decisions and cannot intervene in contractual or financial aspects of any complaint.

Our Obligations to Inform the Society of Changes

16. We confirm that we will inform the Society in a timely manner of any substantive changes to course content, course delivery, course size (including for example the number tutor contact hours), tutor qualifications and experience, and any other changes which may reasonably be deemed to be relevant to the continuation of the Society's Accredited recognition. Minor changes to the course such as editing or updating information are exempted from this requirement.
17. We acknowledge that failure to inform the Society of said changes in a timely manner can lead to suspension or removal of Accredited status without notice.
18. Please note, course recognition may be subject to audit at any time
19. We acknowledge that the Society has the right to terminate Accredited status at its sole discretion by giving us one month's notice in writing.
20. We acknowledge that (a) we must take all reasonable and legal steps to establish that students/trainees are fit to train and practise, including asking for any legal and permitted disclosures of past issues or behaviour, such as disciplinary proceedings by a relevant statutory or voluntary professional body (b) we must ensure that claims we make about course eligibility for registration and/or membership with the Society are referred to in our Terms and Conditions in a way that we acknowledge the Society may not grant registration and/or membership to students/trainees who have met the Society's course requirements for registration, but who do not meet other of the Society's conditions of registration, (for example, certain kinds of criminal record.)

Our Obligations to use the Society Logo and Advertise Accredited Status Correctly.

21. We acknowledge that we are required to turn the logo, when used online, into a hyperlink which links to the Society's home page.
22. We acknowledge that our use of the logo must incorporate the following accompanying words to be displayed by us in a reasonable manner :

"(course) has been given Accredited training recognition by the National Hypnotherapy Society (HS) and, subject to our Terms & Conditions, is a route onto a national register of therapists which is accredited by the Professional Standards Authority".

23. We understand that we cannot use the logo or Accredited training status in any way which gives the impression that (a) it is our company or organisation generally, rather than the specific course which is Accredited or (b) that any other non HS recognised course is Accredited, with the exception of the display of this logo in the footer of our website or marketing materials. If the logo is displayed in the footer, for example, alongside other recognition logos, then the footer should also contain the words "applies only to specifically indicated courses" unless all our courses are recognised as Accredited training. We acknowledge that Accredited training status applies to individual courses and not to ourselves as a training provider in general.
24. We agree only to use the logo that is provided by the National Hypnotherapy Society and must not alter it in any way, shape or form, and agree to update the logo where requested by the Society within 14 days of said request.
25. We understand that the National Hypnotherapy Society will monitor the logo for proper use and reserve the right to query or withdraw the use of the logo by any training provider.

E: Standards@nationalhypnotherapysociety.org W: www.nationalhypnotherapysociety.org

19 Grafton Road, Worthing, West Sussex, BN11 1QT

- 26. We agree to remove the logo and any reference to Accredited training status, from our website and all marketing materials, whether online or offline, within 14 days when (a) our status is suspended by the Society, terminated by the Society, or cancelled by ourselves (b) where otherwise required to do so by the Society.
- 27. We agree not to advertise our course as Accredited or to use the logo before receiving explicit written permission to do so by the Society, and that doing this, or advertising or communicating that this status is “pending” without the permission of the Society will result in the termination of our application.
- 28. We acknowledge the Society’s rights to withdraw Accredited training status, and/or our rights to use its logo or refer to it in advertising, should we violate any of the above terms and conditions, and at its sole discretion.

I hereby acknowledge and agree to abide by the National Hypnotherapy Society’s Terms and Conditions I also confirm that I am authorised to sign behalf of the training provider to whom this status is awarded.

Training Provider Name.....

Email address (the logo will be sent to this address).....

Name of Signatory.....

Position held

Signed..... Date.....