Astutis live online sessions (webinars)
Terms and conditions

About the sessions

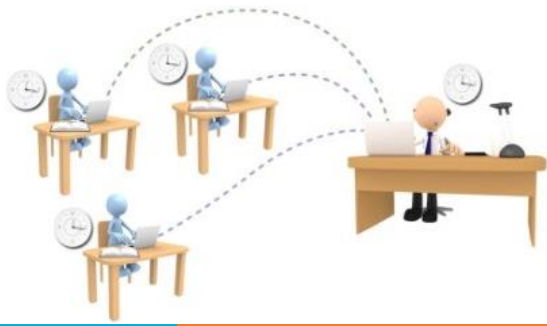### What are the sessions about?

- Astutis online sessions are delivered to you over the internet using Adobe Connect. To attend a session you will need a computer with a reliable internet connection (at least 1Mb), Adobe Flash Player installed on your computer and headphones, with a microphone (if you would like the opportunity to talk turning the session).
- The Astutis online sessions for the National Diploma include 11 revision sessions for Units A, B and C of the National Diploma and an online session for the Unit DNI assignment – 12 sessions in total.
- The Astutis online sessions for the International Diploma include 10 revision sessions for Units IA, IB and IC of the International Diploma and an online session for the Unit DNI assignment – 11 sessions in total.
- The Astutis online revision session topics have been chosen by our Diploma tutors as the ones that, in their experience, tend to give learners the most difficulties. Please note that the revision session are just for that … they are not intended to be a 'teaching' session about that topic, so if you choose to attend you will be expected to have a level of knowledge about the subject already. However, as well as looking at specific exam questions around the topic, you will be given the opportunity to ask questions before and during the session.

Who can attend the sessions?

- The Astutis National Diploma online, distance and classroom courses provides access to the 11 online revision sessions for Units A, B and C and the Unit DNI online session without additional cost.
- The Astutis International Diploma distance and online learning course provides access to the 10 online revision sessions for Units IA, IB and IC and the Unit DNI online session without additional cost.

When are the sessions?

- The Diploma online revision sessions will be delivered twice a year, before the NEBOSH Diploma National/International Unit A/IA, B/IB and C/IC exams in January and July.
- The NEBOSH Diploma Unit DNI online session will be delivered four times a year before the NEBOSH Diploma submission dates for the Unit DNI assignment.

Attending a session

- You will be contacted approximately 1 month before the online sessions are due to run with details of the sessions. You will need to request a place on any sessions you want to attend, via the online request form.
- You can request a place on a session up to 3 days before the session is due to run.
- Once your request has been approved by one of the Astutis team you will be contacted with confirmation of the session(s) you have booked a place on.
- If we have any queries about your request we will be in touch.
- 1 week before the session is due to run you will be contacted with full instructions for joining the sessions. These instructions include information about how to set up your computer and check it will all work when you join the session. We advise you complete these checks to avoid wasting any time during the session.
- 1 day before the session you will be sent a reminder of the session.
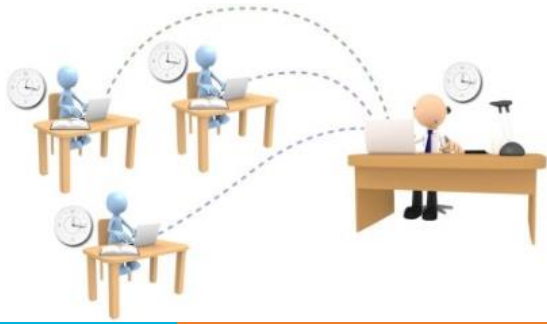
Cancelling a session booking

If you cannot attend a session you have booked onto you need to contact us before the session so that we can cancel your place on the session.

After the session

- The sessions are recorded so, provided you have booked a place on a particular session (and not cancelled your booking at a later date), you will be emailed a link to the recording.
- The recording is intended to be an additional memory-aid for you, as you continue to revise the key things covered by the tutor. The recording will also remind you of any discussion that took place with your fellow Diploma learners.
- Pease note that because these sessions are run before every round of NEBOSH Diploma exams (to ensure that you always have the most up to date advice and guidance on the exams from our tutors), once a round of exams has finished, access to the recordings of the revision session for that batch of exams is removed.

Intellectual property

All course materials viewed or shared via the online sessions (including the session recording) are the property of Astutis and may not be copied, distributed, downloaded, uploaded, forwarded, published, reverse engineered, disassembled or used in any manner prejudicial to Astutis' interests and legal rights.

Data Protection / Privacy

- Contact information provided during the online session booking process will be held within the Astutis Resources area system in a safe, confidential and secure environment.
- Astutis does not hold any sensitive personal information or financial details within its systems.
- Astutis will not sell or rent your contact information to any third parties.

Limitation of Liability

Astutis will not be liable for any incorrect or consequential loss or damage arising out of or in connection with your use or inability to use Adobe Connect or any of the online session materials.

Law and Jurisdiction

These Terms and Conditions shall be governed by the laws of England and Wales. Any dispute between the Parties relating to these Terms and Conditions shall fall within the jurisdiction of the courts of England and Wales.