

Please read the following carefully. By signing the course application form, you are agreeing to the following terms and conditions.

Database registration

This form will allow us to register your details onto our database which in turn will enable us to send your coursework out to you. If you are studying an access course, you will not become a student member of the ABDO and will therefore not be eligible for any form of membership entitlement. However, if you would like to become a student member of the ABDO, please contact the Membership Department on 01227 733922.

If at the end of this course you intend to continue your studies and join either the Fellowship Dispensing Diploma or the Foundation Degree in Ophthalmic Dispensing, you will need to complete an ABDO Membership Application form and will then be liable for the relevant membership fees.

Submission of assignments

All students should be aware that if their work is submitted late, reduced or no marks will be allocated. Students unable to achieve course schedules will be withdrawn with no refund. Please note that an Access pass in the subject of your choice will not gain you an automatic place on either of the first year courses.

Resignation/withdrawal from course studies

If you withdraw after your place on the course has been confirmed but **within** three weeks of the course start date, **£200.00** will be deducted from your refund to cover administration costs. **No** refund will be given for withdrawals more than **three** weeks after the course start date. ABDO College DLI will only accept withdrawals directly from the student and will not action requests from Practice Managers or Supervisors. All withdrawals must be made using the form provided or in writing.

Overseas students

Please ensure that you state your full practice address (not a PO Box number). This is required for courier delivery of assignments.

Course fee (each)

UK	£480.00
Overseas & ROI	£580.00

Course material will not be despatched until fees are paid in full. It is the student's responsibility to arrange the payment of course fees.

All fees are subject to change.

In the event that you are not accepted onto the course, a full refund will be issued.

Application deadline

The application form with all necessary enclosures should be received by ABDO College no later than 23rd January 2012. Failure to meet this deadline will result in a delay in the processing of your application and the despatch of your course material. Applications received after this deadline will incur a late entry fee of £100.00.

Return address

Please send your completed application pack to:

Claire Raffill / Rachel Blazyca

ABDO College Distance Learning Institute

Godmersham Park

Godmersham

Canterbury

Kent

CT4 7DT