



REFERAL / RE-SIT EXAMINATION POLICY:

Teacher Training / Assessor related Courses:

Any student referred for the portfolio based qualifications will be given at least 2 Weeks to rectify their work and resubmit to the centre without any further cost. Any portfolio received after two weeks will incur £25.00 per week.

Re-Sit Examination Policy for SIA related Qualifications:

Any student who fails the SIA related courses will have to pay £50.00 for each module, However if you fail the whole course. You would have to pay the cost of £120.00 to re sit the full course. Please note: Re- attending the course will be free of charge.

First Aid Courses:

Any referral for the first aid at work course would incur £20.00 for multiple choice examination or assessments. However for Emergency First aid at work re-assessment will be free of charge.

Energy related Courses:

Anyone refer for his or her portfolio during assessments will be given additional reasonable time (About Four weeks) to re-submit their portfolio without any further cost.