**TERMS AND CONDITIONS (T & C)** **TRAINING**

**This applies to all training organized by QSM Training and Consulting Ltd, Bill Strategic Consult Ltd independently or in collaboration with other Association/Society/Organization/Company/Governmental or Non-profit Organization/Person. It also include trainings in which QSM Training and Consulting Ltd or Bill Strategic Consult Ltd is participating as a facilitator or resource company. The Terms and Conditions (T & C) are as stated below:**

**▪︎ All QSM Training and Consulting Ltd, and Bill Strategic Consult Ltd training materials are copyrighted and are therefore not to be distributed, sold or used by a third party for any commercial purpose without obtaining written permission from the copyright owner.**

**▪︎ All QSM Training and Consulting Ltd, and Bill Strategic Consult Ltd branded training materials used as instruction materials in trainings organized by another Body remain the copyright of QSM Training and Consulting Ltd, or Bill Strategic Consult Ltd and are not to be subsequently used for training by the hosting Body or for other commercial purposes without prior permission granted.**

**▪︎ When collaborating with another Body to host a training, the breakeven participants shall be the determinant factor. This shall be agreed upon and the possibility of rescheduling shall be communicated as appropriate to registered participants at no additional cost to participants or liability to the Organising Bodies.**

**▪︎ For independently organized training, the host on cordial deliberation will assign participants to dates considered mutual to both parties.**

**▪︎ Rescheduling or outright cancellation of training shall be duly communicated to affected participants personally and any redress shall be attended to.**

**▪︎ All one day training for which registration fee is less than N10,000 shall have served tea and snacks only. Training material shall only be obtained on request and payment of course materials charges ( CMC).**

**▪︎ All one day training with fee less than N20,000 shall have served tea break and lunch. Course materials shall be obtained on request and payment of CMC.**

**▪︎ Special requested training by individuals or companies to hold in our facility shall be based on the urgency of the training, logistic investment and refreshment and feeding requirements.**

**▪︎ However, note that our special training are A-2 module programme comprising lectures, pre- training assignment, workshop, group discussion and case review/presentation. Therefore, special request shall run for 2 days. To ensure adequate preparation, training shall be scheduled 2 weeks from the date of financial commitment. Special request fee for up to 3 participants is N200,000 only. The sum of N30,000 shall be charged for every additional participant.**

**▪︎ In-house training cost shall be based on mutually agreed deliberation. However, our in-house training fee for one day is N1,000,000 and for 2 to 3 days is N1,800,000. Excluding refreshment, feeding and other in-house provisions and amenities.**

**▪︎ Our training comes with assessment of participants pre-knowledge of the subject and post evaluation of the training, and we request full cooperation from participants.**

**▪︎ There is in some of our training modules group discussion, roundtable discourse and case presentations. Participants are encourage to be familiar with their company’s operations in order to benefit from this sessions.**

**▪︎ We encourage feedbacks as this helps in improving our services.**

**▪︎ We feature our trainings in our monthly QSM Newsletter. Join our mailing list.**

**▪︎ We award two certificates at the end of every training; attendance and proficiency certificates.**

**FOR FURTHRR ENQUIRIES CONTACT US AT:**

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