

# OCEAN VIEW DIVING SERVICES

## TERMS & CONDITIONS

Please read this form. It contains important information on how we run our courses and the mutual responsibilities between you, the student, and us, the dive centre.

### Student Responsibilities

**MANDATORY CHECK LIST** – Each student needs to bring the following to their course (where applicable):

- 1 passport-size photograph with their name written on the back
- Completed knowledge reviews and exam as required from the relevant course material
- Towel & swimwear
- Boat or site entrance fees (to be paid in advance of any certification dives or adventure dives)

**The student agrees to:**

- 1) Follow all course procedures as set out by their course instructor
- 2) Complete all independent study as specified by their learning agreement. This includes:
  - reading the appropriate assigned course sections and watch any videos where applicable
  - completing the quick quizzes, knowledge reviews and exam where required

**(These will be checked, so please ensure it has been done before the relevant session)**

- 3) Attend all course sessions on time and prepared
- 4) Ask questions about anything not understood
- 5) Advise Ocean View at the earliest opportunity if cancelling or postponing a course
- 6) Organise own transport to any dive location
- 7) Pay any entry fees to dive sites, boat fees and accommodation if required
- 8) Listen to and follow instructions from the training staff to achieve the best learning results, if the required skill levels are not met, we will advise of extra sessions needed.\*

### Instructor/Dive Centre Responsibilities

**The course instructor and Ocean View staff agree to:**

1. Start the course sessions on time as scheduled whenever possible
2. Provide a positive learning environment in which to master course objectives
3. Answer student questions to the best of their ability
4. Assist the student through learning challenges to the best of their ability and within the allocated time frame laid out for the course
5. To our best ability, get you through all of the required skills to the required skill mastery level.\*

If a student fails to complete the home study prior to the start of any course, the student will not be able to attend the course. This will incur a fee due to the fact the student has taken a place on said course that could have been taken by another student. The student will then be offered another course date after paying the fee, the fee is dependent on the course type. If a student requires extra sessions to complete any course, Ocean View reserves the right to charge for these sessions to cover costs. \*If through no fault of the dive centre staff, you do not achieve the required skill mastery, we will advise of extra course sessions required at the cost of £50 per hour as advised in the learning agreement.

### **NO SHOWS**

If a student fails to attend any day, or part of a course, all fees paid shall be forfeited. Ocean View reserves the right to charge for additional training to enable the student to catch up. In determining these additional costs Ocean View agrees to give every reasonable consideration to unforeseen events.

### **CANCELLATION**

#### **Due to medical conditions only**

No refund will be given after original course start date.

4 weeks before course start date	–	25% refund (excluding course materials)
Less than 4 weeks before course start date	–	No refund

In order for Ocean View to offer the best value, courses are structured on a minimum of 2 participants; in the event of unforeseen circumstances Ocean View reserve the right to re-schedule courses to more appropriate dates.

**I have read and agree to the above terms and conditions.**

**Name .....** **Signature.....** **Date .....**