

application form



To enroll please complete this application form (the "Application Form")
in block capitals and return together with your registration fee to:
LA MAKE-UP ACADEMY 29-30 Dame Street, Dublin 2

Course Title: _____

Course Start Date: _____

Location: Dublin Los Angeles

Duration: Full-Time Part-Time (please tick)

Name: _____

Address: _____

Tel. No. (day) _____

Tel. No. (evening) _____

Email Address: _____

Age of Applicant: _____

I have read and understood the Terms & Conditions and agree to abide by them

Signature of Applicant: _____

Signature of Parent/Guardian _____

(IF APPLICANT IS UNDER 18)

I enclose the appropriate registration fee (the "Deposit") of: € _____

How did you hear about LA Make-Up Academy?

Friends Advertising On-line Google Other

If other, please state: _____

www.lamakeupacademy.com

LA MAKE-UP ACADEMY

First Floor, 29-30 Dame Street, Dublin 2

T: +353 1 675 1999 F: +353 1 6751999 E: info@lamakeupacademy.com

terms & conditions of enrollment

Fees & Enrolment

- 1 A student is accepted for enrolment on and subject to the condition that the student will attend on the date (the commencement date) and at the time specified in the confirmation letter which will be sent to the student upon receipt of the completed application form together with the correct registration fee.
- 2 Deposits are not refundable but shall be credited against the course fee.
- 3 The balance of the full course should be paid ten days prior to the commencement date. In relation to Module's 1 & 2 payment in full should be made on the start date of the Module. In certain cases payment for Module 3 may be paid by instalment where specifically agreed between the Academy and the Student in writing.
- 4 The directors of the Academy reserve the right to change the commencement date of courses subject to availability.

All cancellations for Courses must be made one month before the course start date. Minimum cancellation fee for all courses started is €800.

- 5 All fees quoted attract and are inclusive of VAT at the current rate. All fees must be received by the Academy without deduction.
- 6 Fees are not refundable if the course is interrupted or cancelled through an act of God or Terrorist act.
- 7 Students will not be accepted on the commencement date unless full payment of fees is made in relation to Module 1 and Module 2. A receipt for Registration fee will be sent with the letter of confirmation.

Hours

Course hours can be varied at the discretion of the Directors of the Academy without prior notice.

Attendance

All students must hold a 98% attendance rate in order to receive their Certification from LA Make-Up Academy. In the case of continual lateness or absenteeism, students will not be eligible or entitled to attend or transfer to any alternative course dates

General

- 1 It is regretted that due to the possibility of copyright infringement the use of video camera and audio recording equipment is not permitted.
- 2 As all courses are of a continuous nature no allowance for lateness or absenteeism will be

made except with prior consent of the Directors who also reserve the to dismiss any student from a course from by giving said student 7 days notice of said dismissal. The decision of the Directors of the Academy in such matters will be deemed final.

- 3 Students will need to practise upon one another during courses.
- 4 The name LA Make-Up Academy may not be used in any form of advertising whatsoever including advertorial.
- 5 These conditions shall form the entire basis of the contract between the Academy and the Student. Only the Directors of the Academy shall be authorised to alter or waive any of the aforementioned conditions.
- 6 LA Make-Up bears the right to the use of student images for a duration of 45 years.
- 7 The academy will be closed on all public holidays for the Republic Of Ireland.
- 8 Students may be asked to source models from outside the academy to work on during class.
- 9 In the event that a student is absent for three consecutive days and in the absence of a Doctors Certificate, the Student may be expelled at the discretion of the Directors of the Academy.
- 10 In the event of a Student being absent from a class, two other students may have to practise on one model.
- 11 During Photoshoots, the Academy is not responsible if the Model fails to attend.
- 12 The Academy reserves the right to change the course commencement date and will give reasonable notice of such change to the students.
- 13 Students are required to produce 'mood boards' and project work throughout the Modules or courses as directed be the Course Tutor.
- 14 If a Student becomes pregnant and is unable to complete a course, a Medical Certificate from the Students Medical Attendant will be required before the balances of the fees are refunded.
- 15 Make-Up used on the courses, remains all all time the property of the Academy
- 16 Video security cameras are in operation at all times.