

TERMS & CONDITIONS

The applicant (hereinafter called the Learner) accepts the following Terms & Conditions for enrolling as a Learner at ComfortDelGro Driving Centre Pte Ltd (hereinafter called "the Centre"):

COURSE DURATION

13 hours

COURSE VENUE

ComfortDelGro Driving Centre, 205 Ubi Ave 4, S(408805)

COURSE DATE DEFERMENT

Request for deferment must be made at least 2 weeks before the course & only one deferment is allowed. Thereafter, you will have to re-enrol again.

ATTENDANCE

Attendance is compulsory. Failure to complete the course will render the applicant to be disqualified for the test.

WRITTEN TEST

50 multiple-choice questions. To pass the test, you should answer 38 questions correctly or 75%. Learners can leave the class upon test completion. Latecomers are not allowed to enter the classroom once the test has started.

RULES FOR LEARNER

- No smoking except at designated areas.
- Lateness for classes exceeding 15 minutes will be considered as absent.
- Course is conducted in English and Chinese.
- Proper attire is to be observed in class. Shorts, singlets, bermudas and slippers are not allowed.
- Learner will not be permitted to attend any course while under the influence of alcohol or drugs.
- Learner is not allowed to park their vehicle in the premise

CHANGES

Course program, venue, trainer, commencement date and time are subject to change at short notice due to operational exigencies.

REFUND

The Centre will only make refund of course fee if written notice of withdrawal together with the original receipt are submitted in accordance with the following terms:

	<u>Amount to be Refunded</u>
Notice is received 2 weeks before course commencement	80% of course fee
Notice is received less than 2 weeks before course commencement	No refund
Notice of withdrawal received after granted deferment	No refund
Failure to attend course / make-up course / test	No refund
Failed medical examination	No refund
Disqualified for the course / test	No refund

规则与条列

申请者（兼称学院）都必须接受以下的条列及规则，才能在康福德高驾校（则简称中心）注册

课程时间：13 小时

上课地点：康福德高驾校 205 Ubi Ave 4 Singapore 408805

更改课程日期

学员如果要更换课程日期，必须在开课至少 2 周通知中心，全课程只能更换一次，否则必须重新注册。

出席率

上课是强制性的，若没上完整个课程，学员无法参加考试。

测验

共有 50 个选答题，学员必须完成并答对至少 38 题或 75% 的题目才算及格。

在测验进行中，学员不能交谈也不能擅自离开考场。学员只能在完成测验后离开考场。

测验开始后，迟到者一概不允许进入考场。

学员守则

- 除了在指定的地区之外，学员不能在中心内吸烟。
- 迟到超过 15 分钟的学员将被记录为没出席。
- 课程只有英文和中文。
- 学员的穿着必须整齐，短裤、背心及拖鞋都不被允许。
- 学员不能服用酒精或违禁品，否则不被允许上课。
- 学员不能把车子停在中心内。

更换课程

中心有权在课程开始前更换课程表、地点、讲师、开课日期及时间或任何影响中心运作的决定。

退费

当学员呈上文件及附上收据并符合以下条件的情况下，本中心才会退费：

在开课前 2 周以上通知中心	可退还学费的 80%
在开课前 2 周内通知中心	不退还学费
更换课程表后才通知中心	不退还学费
没有出席课程、补课和测验	不退还学费
医药及 X 光报告不合格	不退还学费