

Conditions of Enrolment for Online Seminar Participants

PLEASE READ CAREFULLY

Please note that in order to study at the Faculty, you must be aged 18 years or over. There is no upper age limit.

The Faculty reserves the right to cancel a Seminar if it attracts an insufficient number of students. In this unusual event, the Faculty will refund your fee in full. No refunds will be paid on student cancellations.

Your Operating System and Browser

Webex, the meetings software that we use, does not support many older platforms. It is your responsibility to ensure that your system is supported by Webex and that the browser you choose to use is compatible with it.

Before you enrol for the first time check the *Operating System and Browser Support* Webex webpage:

https://help.webex.com/docs/DOC-4748#reference_AB082D7CD4A14D7F9DF79AFCA319EF02 to make sure your system will work with Webex. The Faculty will not refund fees to participants who cannot join a Webinar because their system is not supported by Webex.

Joining an Online Seminar

Once you have enrolled on an Online Seminar, the Faculty will send you a confirmation email. You will also receive an email from Webex with your Joining Instructions. Check your Spam folder if you do not receive that within 10 days of the seminar. You need this email in order to follow the link to join your Online Seminar.

Joining Instructions will also be sent with the initial confirmation email and can be downloaded from the Faculty's Online Seminar webpage,

<http://www.astrology.org.uk/events-calendar/online-seminars/>

Sound Quality

The Faculty will do its best to ensure the sound quality on the Online Seminars is consistently excellent, however, this is partly dependent on the quality of the broadband connections of everyone in the meeting. Below are some steps that can be taken to ensure that you have a good experience.

- For best results use a high-quality computer headset that plugs into the microphone jack of your sound card. This device can provide better audio quality than a standard microphone.
- The quality of the audio that you hear during playback depends greatly on the quality of your computer's equipment (sound card, microphone, and speakers).

- Speak about six inches away from your microphone.
- Keep your microphone off – when you have a question the Technical Assistant will unmute it when you are invited to speak.

Recordings

The Online Seminars will be recorded. These recordings will be made available to the Seminar participants only, for streaming, for 1 month after the seminar. The Faculty cannot be held responsible for the quality of these recordings (see Sound Quality above). Participants need to be aware that in the future the Faculty may offer these recordings for sale to a wider audience.

Level of Study

The seminars are open to both Faculty and non-Faculty students. Many of the seminars are suitable for students who understand the basic components of the natal chart (planets, signs and houses), although some require an ability to read a natal chart together with an appreciation of forecasting techniques. The criteria for each Seminar is clearly described on the webpage, <http://www.astrology.org.uk/events-calendar/online-seminars/>, and it is the participants' responsibility to make sure they have the appropriate knowledge to make their participation in a seminar valuable.

Right to Cease Tuition

In the unlikely event that the tutor considers it to be in the best interest of a student, the Seminar participants or the school to cease to continue to provide tuition to a student, the student may be asked to leave the Seminar.

Student Feedback Sheet

We would be grateful if you would complete the Student Feedback Form and email it to the Online Seminar Organiser, Stevi Gaydon, stevi.gaydon@astrology.org.uk. This will help us to continue to improve our material and method of tuition, with a view to ensuring that your studies are as fruitful and enjoyable as possible.

For any queries about your studies, you can write to the Head Tutor, Cat Cox, at head.tutor@astrology.org.uk

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