

## Terms and Conditions

### 1. Student Code of Conduct

All students are expected to behave respectfully and ethically towards peers, faculty, and staff. Bullying, harassment, discrimination, or disruptive behaviour will not be tolerated and may result in disciplinary action or dismissal from the program.

Students must uphold academic integrity, participate honestly in assignments and examinations, and refrain from plagiarism or cheating.

All students are expected to respect institutional property and the rights of others.

### 2. Terms and Conditions

By enrolling, students agree to comply with all organizational rules, regulations, and policies. Access to courses, platforms, and resources is governed by these terms, which may be updated by the organization as required.

### 3. Privacy, Data Protection and Consent Policy

The organization will collect, process, and protect student data in line with applicable privacy laws and the Digital Personal Data Protection Act, 2023 and Rules, 2025. Personal information will only be used for educational and administrative purposes, and will not be shared with third parties without explicit consent, except as required by law.

### 4. Acceptable Use Policy

Students may use company systems, educational platforms, and resources solely for authorized learning activities. Any misuse, unauthorized access, sharing, or infringement of intellectual property rights will be subject to disciplinary action.

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### 5. Attendance and Participation Policy

Full attendance and active participation in all scheduled classes, assessments and activities are essential for achieving the intended learning outcomes. Students are required to inform the organization in advance of any anticipated absences. Persistent absences may adversely affect the student's progress. The company shall not be liable for supporting the technical improvement of any student who fails to fulfil the established attendance and participation criteria.

### 6. Fee Payment Agreement:

Students must pay all fees by the stipulated deadlines. Non-payment of fees may result in suspension of access to courses, withholding of certificates, or removal from the program.

### 7. Refund and Cancellation Policy:

Refunds for payments will be processed in line with the official Refund and Cancellation Policy, which specifies eligibility, process timelines, and any applicable deductions. Cancellation requests must be submitted in writing; eligibility and amount of refund depend on timing and circumstances of withdrawal.