



## **STUDENT POLICY- REGULATIONS**

### **Punctuality:**

Please avoid arriving late to class for uninterrupted training and optimum benefit.

### **Attendance:**

- In case of any changes, Gazelles Management Consultancy will communicate the same with the students.
- If a student is unable to attend their class as per their schedule, they are requested to inform Gazelles contact person before the scheduled class and it can be rescheduled for the next batch or one can view the recordings which will be provided to the students after every class.

### **Course Fee Payment:**

- All payments are to be paid in full or as agreed upon.
- Online payments done through card i.e. Credit card online payment charges i.e. 5% VAT will be applicable
- 5% VAT will be applicable on payment done through Bank transfer

### **Cancellation, Refunds, installment policy: LSSGB Certified Lean Six Sigma Green Belt Training**

- Students who quit after attending the 1<sup>st</sup> class, have to pay 25% of the total training fee and in case the student have paid: -
  - 50% of total training fee- he/she shall be entitled for 25% of refund
  - 100% of total fee- he/she shall be entitled for 75% of refund.
- Students who quit after the 2<sup>nd</sup> class, Gazelles Management Consultancy will not be entitled to any refunds on the same and Student has to pay full training fee.
- Full payment is mandatory for students to appear for their exams as per the agreement

**Quality Assurance:**

If you have any inconvenience regarding the class, faculty, course content, course material, lesson plan, classroom facility etc., you may drop an email to [sweta@gazellesmc.com](mailto:sweta@gazellesmc.com)

We invite and encourage all good suggestions.

**Student Name:**

**For Gazelles Management Consultancy**

**Signature:**

**Sweta Pandey-Managing Partner**

**Location:**

**Signature:**

A handwritten signature in blue ink that reads "Sweta".