

RE-SCHEDULED “MAKE UP” CLASSES STUDENT AGREEMENT - FORM

Whitehouse Institute of Design, Australia acknowledges that some classes may be affected due to unavoidable circumstances such as some public holidays (e.g. Easter and Anzac Day) or other extraordinary circumstances like floods, bushfires or major disruptions.

To minimise disruption to student learning, Whitehouse may offer students additional “make up” classes to keep up with course work that would normally be delivered on those days as scheduled in the academic weekly calendar.

Where Whitehouse puts arrangements in place to offer students “make up” classes” the *Terms and Conditions* listed below apply.

The purpose of this form is for students to consent to attending the “make up” class times; and to confirm that they will adjust any personal or work commitments to attend them at the time and date specified.

The following terms and conditions apply:

1. Student gives consent to attend the re-scheduled class/es on the specified date and time, and confirms that they will adjust any personal or work commitments
2. Student is advised at least three weeks before the re-scheduled class/es
3. Student must submit a completed and signed form at least two weeks before the re-scheduled class/es
4. A minimum of 75% of students in a class MUST confirm their acceptance in advance by signing this form and thus commit to attending the alternate class, as proposed
5. On the actual ‘make up’ class day, if less than 25% of students attend, the class will be cancelled
6. If the re-scheduled class is cancelled, advice and learning materials will be provided via Google Classroom for students to engage in self-directed learning.

Student Name:	
Student Id:	
Date of Consent:	Time Consent Given:
Campus	Sydney ☐ Melbourne ☐ Brisbane ☐
Specialisation (tick):	Fashion ☐ Styling ☐ Interior ☐
Class Code: (e.g. F2Z)	
Normal class date and time:	
Alternate class date and time:	

I, _____ (student name) have read the above terms and conditions and agree. I **give consent and confirm** that I will adjust any personal or work commitments for the time and date specified to attend an additional class.

Student name:	Signature:	Date: