



INSPIRING PASSIONS · REALISING AMBITIONS

Learning Agreement

- I declare that, to the best of my knowledge, the information I have provided whilst enrolling is correct and that should my circumstances change, including my eligibility for concessionary fees, I will notify City Lit immediately.
- I accept City Lit's policies, including [City Lit's Refund and Credit policy](#).
- I intend to attend the course(s) I have enrolled on, and I am aware of the commitment required.
- I understand that I cannot send anyone else on the course in my place.
- I am satisfied that appropriate information about my course(s) has been available to me prior to enrolment.
- I understand that I will lose my place on my course if I do not attend for four consecutive sessions or more.
- I understand that should my sponsor fail to pay my fees; I will remain liable to pay.
- I understand that should I fail to pay my instalment plan, or any amounts owed, I will lose my place on the course, and I will remain liable to pay. I understand I will not be able to enrol onto any further courses until I have paid any amounts owed.
- I understand that if I intend to apply for an Advanced Learner Loan and subsequently do not, or am not approved, I will remain liable to pay. I understand I will not be able to enrol onto any further courses until I have paid any amounts owed.
- I understand that there will be a briefing on health and safety issues during the first session of the course(s).
- I agree to the processing of my personal data in accordance with the [City Lit Privacy Policy](#) on our website.
- I agree that as a student I shall respect other students, staff, facilities, equipment and resources.

Keeley St, Covent Garden, London WC2B 4BA

www.citylit.ac.uk

The City Literary Institute, a company limited by guarantee. Registered in England No. 8471686 Registered office 1-10 Keeley Street, WC2B 4BA Registered Charity No. 803007

CITYLIT

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- I understand that staff should be treated respectfully. Any abusive and disruptive behaviour towards staff will not be tolerated and could result in my access to the [Student Centre & Library](#), and potentially the entire college being withdrawn.
- I agree to comply with the college rules for computer use. If inappropriate material is accessed Student Centre & Library, my membership will be withdrawn immediately.
- I understand that computers in the Student Centre & Library are for current students of City Lit. If I have not enrolled or attended a course for 3 months or more computer access will be withdrawn to prioritise access for those currently studying.

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