



# Course Booking Form

THE SOUTH WEST SCHOOL OF  
NON - DESTRUCTIVE TESTING

First Name		Surname Name	
Employer			
Address:			
Telephone No.		Email Address	
Course Required:			
Course Code:		Course Dates (inclusive)	
Venue		Order Number (or payment method)	
Contact Name		Signature	
Invoicing address if different from above.			
Please note that students are assessed for comprehension and progress during the course, via a structured series of phase assessments, an additional End of Course theory paper will only be offered by prior arrangement. The cost of this assessment is £35.00 per candidate plus VAT.) Please indicated if required. (This is not a qualifying examination.)			Yes <input type="checkbox"/> No <input type="checkbox"/>

This form is for **TRAINING ONLY**. Should you require either PCN or Employer Based Scheme examinations please ensure that the **Examination Booking Forms** are completed and sent to The SWS.

**Booking Terms.**

1. A place on the course is reserved when the **booking form and method of payment** are received and accepted by The South West School of NDT.
2. Confirmation will be issued on the receipt of the booking form.
3. Joining instructions will be issued on receipt of the booking form.
4. Cancellations must be in writing and are subject to the following charges:
  - a. If cancelled between 4 and 2 weeks prior to the course, 25% of the fees.
  - b. Between 2 and 1 week prior to the course, 50% of the fees.
  - c. Within 1 week prior to the course, 100% of the fees.
5. Bespoke/Tailored courses are subject to the cancellation charges detailed in item 4.
6. For Candidates booked on a standard scheduled course, the transfer of a booking to another scheduled course date can be made without a charge.
7. A substitute delegate will be acceptable at any time without a charge.
8. The South West School of NDT reserve the right to alter the content, lecturers, timing and venue of the course for reason beyond the control of The South West School of NDT.
9. The South West School of NDT shall not be liable for any loss or damage arising out of statements or views and opinions expressed.
10. Where a trading account does not exist with The Minton, Treharne & Davies Group, payment for training and exams is required prior to the event. (We accept payment by credit card.)
11. The SWS of NDT Standard Terms & Conditions apply.

All PCN & Overseas candidates attending training at The South West School of NDT must supply photographic evidence of identification, such as a passport, driving licence, or PCN wallet card, on arrival.