



Ytek Solutions Inc

brings out the best

Ph : (1) 888-357-8884

Fax: (1) 888-682-3493

Enrollment Form

Name: _____
Last First Middle

Address: _____
Street Apt # City

State Zip code

Phone: _____
Home # Work # Mobile #

Course: _____
FICO BW/BI CRM SD ABAP SEM

SRM SCM HR MM APO XI

Portals Netweaver PLM PM QM PP

Email: _____

Start: _____
Year Month Day Weekday Weeknight Weekends

Emergency: _____
Name Relation Contact Number

City where course will be held: Columbus, OH () Raleigh, NC () Phoenix, AZ () Other ()

Student's Signature

Date

.....
Do not write below the dotted line

Approved by: _____ Signed /Dated: _____ / _____

Progress: _____
Rep 1 Rep 2 Rep3 Rep 4 Rep 5 Rep 6 Rep 7 Rep 8 Rep 9

Program Coordinator: _____ Assigned Counselor: _____

Total \$ _____

Help Desk: _____ Remote Access / Expires: _____ / _____

General Terms and Rules: (Please read carefully prior to signing)

(1) You will be required to sign a progress sheet at the end of every class. This helps to ensure the delivery of knowledge as per schedule. (2) You alone will be responsible for all the practice prescribed to you by your instructor. (3) If for any reason you cannot take the course and if you inform Ytek at least 3 days prior to the commencement of the course, Ytek will refund all your money less \$300 processing fee. (4) You will not be entitled for any refund whatsoever, once the course has started. (5) All disputes arising due to this training will be settled in the Columbus Office according to the laws of State of Ohio. (6) You will not use the information obtained as a result of this training in any way against Ytek or its employees. (7) You will be provided two months of remote access to our systems and procedures starting from the first day of the training. It is your responsibility to complete your prescribed practice of 160 hours within these two months. (8) Although system will be available 24/7, help desk services will only be available between 9 a.m. to 6 p.m., Monday thru Friday. Help desk services will also remain closed during any public holidays. (9) Instructor will be available via email during the training. (10) Y tek will inform the students about availability of new resources, such as course material or access to an expert consultant via email. (11) You will not participate in any lawsuit against Ytek or its employees. (12) Since Ytek tied up with another company for remote access the time for servicing and maintenance will depend on their standards. We do not have any control over this. If for any reason the outage of service lasts more than the scheduled hours, Ytek will try to request the company to compensate lost time with equal time. (13) At the end of training upon request by the student, Ytek will provide at least 2 resumes as a guideline for preparing a resume. (14) If Ytek cannot start the training within 15 days of the tentative start date, Ytek will refund 100% of the student's money collected towards the training. (15) Ytek reserves all the right to pull any students out of the training without assigning any reason. In such an incident Ytek will prorate the number of hours attended and refund the rest of the money. (16) Ytek reserves all the right to pull the plug on training. In such an incident Ytek will prorate the number of hours attended and refund the rest of the money. (17) It is the students responsibility to acquire all necessary software required to maintain connectivity and to combat the menace of internet hacking, such as but not limited to anti-virus, firewalls, VPN etc. (18) The total number of hours published for each course includes lunch-breaks, tea breaks and general rest-breaks. (19) If for any reason Ytek has to process a full or partial refund, student understands that such checks are only issued on 15 and 30 of each month and to process the refund it takes about 30-45 days. (20) Once started Ytek will not pause remote system access for individuals. (21) All communication MUST be via email to your program-coordinator. (22) In case the training has to be stopped/cancelled because of 'Acts-of-God' such as but not limited, sickness, earthquake, storms or any other natural disaster or reasons, Ytek will refund to students prorated tuition fee. (23) In any case if instructor couldn't make to the class or doesn't meet the expectations, Ytek will bring new instructor to complete the class. Failing to provide this Ytek will prorate the number of hours attended and refunds the rest of the money . (24) You will not be entitled for any refund whatsoever, students dropped out the course by their own reasons (except Hardship...), However, Ytek will allow /enroll students in future classes.

I have read and understood the foregoing general terms and I agree to abide by the same.

Student's Signature

Date