



STUDENT AGREEMENT

First name: _____ Last name: _____

Course(s): _____

I, _____ the undersigned, agree to the following conditions as part of my enrolment (please tick each box):

- I take full and sole responsibility for myself while I am out of the Raffles College of Design and Commerce (Raffles). It is my responsibility to take full care of myself during excursion activities and I release the Institute from any liability or injury or mishap suffered by me during excursion activities.
- I have read the regulations of Raffles and agree to abide by them.
- I understand and accept the terms of the College's refund policy.
- I acknowledge Raffles' right to change its fees and conditions, cancel or defer courses, and to alter course timetables at anytime without notice.
- I understand that it is my responsibility to inform Student Services immediately if I change my address, email or telephone details. The College will not be held responsible for communications not received due to my failure to update my contact details with Student Services.
- I understand and accept Raffles' Privacy Statement.
- I understand that I will have to pay a late return fee of \$1 per day per Library item. I also understand that I will have to pay for the replacement of lost Library items plus any late return fees and a \$10 administration fee. I understand that books cannot be borrowed after my course end date.

Optional:

- I also agree to give Raffles the rights to unlimited reproduction (either printed or electronic) of my photograph/s and/or any of my submitted work in any promotional material or other communications of Raffles or other parties authorised by Raffles.

Student Signature: _____ **Date:** _____

If you are under the age of 18:

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ **Date:** _____