

# Reiki Tradition

## School of Reiki

### Non-Accredited Course Policy

#### Reiki Tradition Terms & Conditions

These Terms and Conditions apply to your contract with Reiki Tradition when you enrol onto one of our **Non-Accredited Reiki Courses**. We believe that they are fair and clear. Please read the notes below carefully.

#### **Reiki Tradition is an Accredited Reiki Training Provider**

1. It is our policy when you book a course with us to provide you with training towards a Non-Accredited qualification in Reiki.
2. All our Reiki Courses are an Academic Degree in a Reiki Professional Qualification.
3. All our courses meet the syllabus standards of the Qualifications Credit Framework (QCF), the Core Curriculum (CC), National Occupational Standards (NOS) Complementary Health Professionals (CHP) Complementary & Natural Healthcare Council (CNHC) Reiki Council (RC) and the Standards and Code of Conduct as set out by the Federation of Holistic Therapists (FHT).
4. All courses have been Accredited Certified and Verified by the FHT, CHP, CNHC and the RC.
5. All Reiki Tradition Accreditation Certification can be viewed upon request.
6. All Non-Accredited course students will receive a certificate (via Royal Mail) within 28 days of satisfactorily completing the course.

#### **Your Commitment to us:**

When you book onto any of our Courses you agree to all our terms and conditions as in the policy set out by us.

7. Attend for the duration of the course.

- a. Reiki 1<sup>st</sup> Degree two consecutive days, 10.00am until 5.45pm usually 16 hours.
- b. Reiki 2<sup>nd</sup> Degree two consecutive days, 10.00am until 5.45pm usually 16 hours.
- c. Reiki 3<sup>rd</sup> Degree four consecutive Monday evenings, 7.00pm until 9.15pm. Then Friday and Saturday evening, Friday 7.00pm until 10.30pm Saturday 7.00pm till 11.30pm. Duration of course usually 17 hours.

## 8. **Policy for Cancellation/Change to the Enrolled Course**

- Cooling off period of 14 days from time of booking for a full refund.
- No refund will be given for any cancellation/changes after the 14-day cooling off period
- Students can change from a Non-Accredited Qualification to an Accredited Qualification, but the following conditions will apply:
  - (a) The difference in monies to be paid in full
  - (b) Reiki Tradition will supply a new Accredited Case Study Pack
  - (c) Students will comply with the additional training hours in order to meet the Core Curriculum Syllabus Standards
  - (d) Students will complete the required number of Case Studies in order to comply with the Core Curriculum Syllabus Standards
  - (e) Upon completion of the Core Curriculum Syllabus Standards (within a **minimum** period of 9 months) the student will be presented with an Accredited Qualification Diploma Certificate

## 9. **Cancellation Postponement of Course or Presentation Evening**

In the likely event a course or a presentation evening has to be cancelled/postponed Reiki Tradition School of Reiki will:

- (a) Set a new course or presentation date as soon as convenient from the original date
- (b) Contact all students keeping up to date with all changes
- (c) Liaise with Students asking for students availability to set new date

## 10. **3<sup>rd</sup> Degree Master Course Presentation Evening**

It's compulsory students attending our Reiki 3<sup>rd</sup> Degree Master/Teacher Course attend the presentation evening this forms part of completing the course as part (B) or (2) as set out in the '*Description of Course Itinerary*' Given to you at the start of course. Students Failing to attend this Presentation Evening will be:

- (a) Offered a further date (to be run shortly after the original date)
- (b) Failing to attend the (Further date)
- (c) Students will not be signed as completed, and students cannot run there own courses without being signed (Completed).

## 11. **Privacy Notice**

Training is provided in accordance with the General Data Protection Regulations issued on 25<sup>th</sup> May 2018 and in accordance with our Privacy Notice.

As part of these terms and conditions you are required to have accessed and have read the Privacy Notice via the following web-link:

[www.reikitradition.me.uk/privacy-notice](http://www.reikitradition.me.uk/privacy-notice)

## 12. **Policy Review**

1. This policy is reviewed regularly and updated as required.
  - a. Adopted on.....[1<sup>st</sup> June 2016]
  - b. Last reviewed.....[1<sup>st</sup> January 2026]
  - c. Next Review.....[1<sup>st</sup> January 2027]
  - d. Author.....[Mr M R Thirlwell]

**Please, Date, Sign, and Print this page and keep safe for personal use  
Please Date, Sign and Print pages (5) & (6) and hand back to,  
Reiki Tradition School of Reiki.**

## **Acceptance Agreement for a Non-Accredited Reiki Course**

Course Provider: Reiki Tradition, 176 Oldham Road, Springhead, Oldham, Lancashire, OL4 5SJ

Student Name Attending: .....

Student Non-Accredited Number: .....

Non-Accredited Course: please tick box below:

Reiki 1<sup>st</sup> Degree      [ ] Yes

Reiki 2<sup>nd</sup> Degree      [ ] Yes

Reiki 3<sup>rd</sup> Degree      [ ] Yes

I, the above-named student, have read, understand and agree to the attached Terms and Conditions of Reiki Tradition (16<sup>th</sup> March 2023). I acknowledge that the attached terms and conditions are incorporated into my Accredited Qualification Reiki Training Course with Reiki Tradition School of Reiki (my Accredited Reiki Training Provider).

I, the above-named student, have read, understand and agree to the attached Cancellation and Refund Policy of Reiki Tradition School of Reiki (17<sup>th</sup> March 2023). I acknowledge that the attached Cancellation and Refund Policy are incorporated into my Accredited Qualification Reiki Training Course with Reiki Tradition School of Reiki (my Accredited Reiki Training Provider).

Name: -----

Signature: -----

Date: -----/-----/-----

### **Student Copy to Retain**

## **Reiki Tradition Copy - please tear off and return to Reiki Tradition**

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Course Provider: Reiki Tradition, 176 Oldham Road, Springhead, Oldham, Lancashire, OL4 5SJ

Student Name Attending: .....

Student Accredited Number: .....

Non- Accredited Course: please tick box below:

Reiki 1<sup>st</sup> Degree      [ ] Yes

Reiki 2<sup>nd</sup> Degree      [ ] Yes

Reiki 3<sup>rd</sup> Degree      [ ] Yes

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Name: -----

Signature: -----

Date: -----/-----/-----

**Reiki Tradition Copy - please tear off and return to Reiki Tradition**



# Reiki Tradition

## Notice To Students

The General Data Protection Regulation (GDPR) comes into effect on 25<sup>th</sup> May 2018 and we are issuing a Privacy Notice in accordance with this regulation. Detailed guidance on this regulation can be found at [www.eugdpr.org](http://www.eugdpr.org)

Our Privacy Notice can be found at [www.reikitradition.me.uk/privacy-notice](http://www.reikitradition.me.uk/privacy-notice)

The Privacy Notice can also be found by typing the above website URL into any web browser. Then look under the 'About Us' Tab found at the top of each website.

Reiki Tradition are required to seek your consent to re-confirm that you are still happy to be contacted and for us to store and use your personal information in accordance with the GDPR of 25/05/18.

### Update your Preferences:

I have read the Reiki Tradition Privacy Notice. Please indicate if you are happy to continue receiving emails and to give your consent for us to store your personal information in accordance with the said Privacy Notice.

YES  NO

Signed: .....

Print Name: .....

Date:.....

Please select YES or NO and then Sign, Print and Date and kindly return to Reiki Tradition.