



Training courses booking form

First name:		Gender:	M <input type="checkbox"/>	F <input type="checkbox"/>
Last name:		Date of Birth:		
Address:		Telephone:		
		Mobile:		
Postcode:		Email:		

What is your ethnic background?

White:	White British		White British		White Irish		White Other	
Black:	Black British		Black Caribbean		Black African		Black Other	
Mixed race:	White & Black Caribbean		White & Asian		White & Black African		Other Mixed	
Asian:	Asian British		Asian Indian		Asian Pakistani		Asian Bangladeshi	
Other ethnic group (please specify):							Prefer not to say	

Do you have a disability?

Yes		No		Prefer not to say	
If yes please indicate:	Physical impairment		Deaf		Learning disability
Visual impairment		Mental health condition		Other (please specify)	
Prefer not to say					
Do you require additional support? If so, please state here:					

Do you require any reasonable adjustments for your course examination?

Yes

No

If so, please state here:

Are you currently a qualified coach/fitness professional?

Yes

No

What level of coach/fitness professional are you?

What do you currently coach or instruct?

How did you hear about us?

Referral		Promotion (where)		Other (please specify)
Advert (where)		Referral from a club or organisation		
Word of mouth				

Course details

Please detail the title, date, and cost of each course you would like to attend below. Confirmation and further details will be sent to you upon receipt of your booking form and full payment.

	Course title	Date:	Cost:
1.			
2.			
3.			
			£

Payment details

We accept the following methods of payment, please indicate which method you prefer:

- Cash: please make payment in person at LSBU Sports Centre – 100–116 London Road, London SE1 6LN
- Credit Card: please call 020 7815 7812 to make a payment by credit/debit card or you can pay via our online store: trade.lsbu.ac.uk (Health Fitness & Wellbeing Catalogue). Please note, do not make online store payment until your booking is confirmed by the Academy of Sport team.

By signing this form I confirm:

- The information I have provided is correct
- I have read and agreed to London South Bank University's Booking Terms and Conditions
- I have read and met any pre-requisites of the course (if applicable)
- If you wish to receive information about other London South Bank University courses please tick here

Name		Date	
Signature			

London South Bank University Training Courses Booking Terms and Conditions

- Places will be allocated on a first come, first served basis on receipt of full and correct payment
- Bookings are only confirmed once full payment is made
- All correspondence regarding bookings will be sent to the named attendee on the booking form
- Cancellations and course transfers must be received in writing 14 days prior to the course commencing, otherwise full payment will be required
- £10 cancellation fee will apply to all cancellations of bookings
- In the case of non-attendance or less than 14 days written notice, the full course fee will apply
- Substitute attendees will be accepted as long as the bookings team are notified in writing 7 days prior to the course commencing
- We reserve the right to cancel a course if minimum attendee numbers are not met
- In the event of a course being cancelled, all attendees will be notified one week prior to the advertised date of the course
- London South Bank University does not accept responsibility for the views and opinions expressed by individual trainers
- London South Bank University reserves the right to alter the programme or trainers without prior notice
- To successfully complete the course delegates must attend all scheduled sessions and complete all required coursework to standard
- London South Bank University shall in no event be under any liability for any loss or damage whether direct, consequential or otherwise arising from any delay or change of venue of the course
- These terms and conditions are summarised from London South Bank University's terms and conditions for the provision of closed courses
- These terms and conditions are fixed and final

Data protection

Your information will be used for the variety of purposes as described below. It will not be used to make automated decisions about you. LSBU is committed to protecting your rights and privacy in line with the Data Protection Act 1998 ("DPA") and the General Data Protection Regulation (GDPR) that came into force on 25 May 2018 (together "Data Protection Legislation").

I acknowledge that Academy of Sport is part of the London South Bank University (LSBU). LSBU is a registered data controller under the DPA and that data, including sensitive personal data under DPA, and 'special categories of data' under the GDPR provided on this form may be processed by LSBU for the following purposes: administration of Academy of Sport's membership and compilation of statistics. Information produced for statistical purposes will be anonymised and will not identify you as an individual.

Information about disability and ethnicity is classed as 'sensitive personal data' / 'special categories of data'. It is necessary for monitoring equality of opportunity and eliminating unlawful discrimination in accordance with the Equality Act 2010. Your sensitive information will be used for monitoring purposes only and not to make decisions about you.

LSBU will not share data collected on this form with any third parties unless it has: your expressed consent; or it is otherwise permitted to do so under the Data Protection Legislation. For further information, LSBU Data Protection Policy is available at http://www.lsbu.ac.uk/_data/assets/pdf_file/0004/11686/university-data-protection-policy.pdf