#### **TERMS AND CONDITIONS**

The following terms and conditions shall apply to you as a client (student/customer) with access to online payment system provide by ICICI Bank, to SEI Educational Trust, having its registered office situated at "DEBAMITA" B.B.T. Road, Vill- Gopalpur, Post- Sarkarpool, Kolkata, West Bengal – 700141.

### All payments are subject to the following conditions:-

## 1. Organizations Obligations:

- 1.1 We may update / improve or change the Rules, Regulations, Terms, Conditions, Fee Structures, Course Patterns, Syllabus etc. on regular basis as per requirement, so please always visit our website, contact to our representatives (for updates / announcements / changes etc.) and also check all your emails regularly. Regarding our website we update all content at <a href="www.seiedutrust.com">www.seiedutrust.com</a> and student portal so student must refer updated content from this site only. SEI Educational Trust will not be responsible any losses due to old content. Always confirm all details from <a href="www.seiedutrust.com">www.seiedutrust.com</a> only.
- 1.2 The course booking/login details to each student will be given in our website. Before filling up the application form, please ensure your eligibility for course admission as mentioned on web page- <a href="www.seiedutrust.com">www.seiedutrust.com</a>, otherwise the application form will be cancelled and the fee paid by you will not be refunded. Neither any intimation will be sent to you, nor will any correspondence be entertained in this regard.

#### 2. Liability:

- 2.1 Student/Customer conform that all data/ information submitted by You during sign-up to www.seiedutrust.com and/or Service(s) are complete and accurate in all respects. Further, You undertake to timely update such data/ information to keep the same complete and accurate at all times
  - Your payment will normally reach SEI Educational Trust account to which you are making a payment within two working days.
- 2.2 Student/Customer can pay course fee by any method like Online, Debit Card, Credit Card, Net Banking etc. If you are paying by Cheque: The Cheque must be in favour of SEI EDUCATIONAL TRUST and do not write any other word or name.
- 2.3 We cannot accept liability for a payment not reaching the correct SEI Educational Trust account due to you quoting an incorrect account number or incorrect personal details. Neither can we accept liability if payment is refused or declined by the credit/debit card supplier for any reason.
- 2.4 If the card supplier declines payment SEI Educational Trust is under no obligation to bring this fact to your attention. You should check with your bank/credit/debit card supplier that payment has been deducted from your account.
- 2.5 In no event will SEI Educational Trust be liable for any damages whatsoever arising out of the use, inability to use, or the results of use of this site, any websites linked to this site, or the materials or information contained at any or all such sites, whether based on warranty, contract, tort or any other legal theory and whether or not advised of the possibility of such damages.
- 2.6 The organization shall not be any way responsible or pay any compensation for any down-time that may occur.

- 2.7 The application fee paid for the course is not refundable. We can only refund the application fee when a course applied for has been cancelled by our organisation. Fee once paid is not refundable. Fess is adjustable for the next batch of that course. For more details carefully read booking, refund and cancellation policy of SEI. Don't pay any extra amount apart from the requisite fee. Fee mentioned in INR / Rs. is for Indian students only.
- 2.8 Any change in address, email id, phone number, and mobile number or in any other details must be informed in advanced.
- 2.9 Students have to ensure that they have made the right selection of course / subject and have read the course details carefully before applying. Admission shall not be transferred from one course to another, under any circumstances. Please login to your Student Portal and review all the details carefully including Name, Course, Contact Details etc., contact support team immediately if the error persists.
- 2.10 Always use same email id used during application or only registered email id for any correspondence in future. Do not use or contact trough any other email id which is not registered with us. You will not receive any response, and SEI will not be responsible for any losses.
- 2.11 It is your (student/customer) responsibility to review, contact and visit our websites, support team from time to time to ensure that you continue to agree with all of its terms. If you have any questions, please contact us. It is student's first duty to read terms, conditions, FAQ and emails etc, any losses caused due to this will not considered in any circumstances. Every student must have his/her active email id and phone number. (Unacceptable reasons- My email account was hacked, my email account was not working, I don't have internet connection, There was internet connectivity problem, I don't have email ID, I don't have knowledge about computer or internet, power failure, account was deleted, I was busy, I was out of country or city, other official works, official or personal reasons, health or bed rest reasons etc...)
- 2.12 You will be solely responsible for maintaining and updating your device as per requirements of a Device. In the event the App is updated, You will be responsible to update Your device to make it compatible with such updates. Further, You will need an active internet connection to use Service(s) and stream Content(s). You acknowledge that SEI will not be responsible or liable to You in case of Your failure to use the Service(s) or stream Content(s) due to Your failure to upgrade Your device to a compatible version or non-availability of an active internet connection.

## 3. Refund Policy:

Cancellation or refund policy are approved on case to case basis at the discretion of the management. As per the guidelines provided at the initial stage by our office representative it is the agreement between the students/ customers and organisation which has no effect with online payment services.

If the customer leaves SEI Educational Trust, before they complete their course training, there shall be no entitlement to a refund of paid fees. Read carefully course booking and refund policy of organization.

#### 4. Confidentiality:

The organization will maintain the confidentiality of each transaction and will not disclose the commercially sensitive information, except to the extent necessary for the Services.

## 5. GRIEVANCE REDRESSAL SUPPORT

#### **SEI EDUCATIONAL TRUST**

- 5.1 If You have any questions, complaints or claims with respect to the Organisation Platform(s) and/or Service, then such correspondence should be email to : <a href="mailto:fbd.seiedutrust@gmail.com">fbd.seiedutrust@gmail.com</a> for Faridabad Campus, <a href="mailto:kol.seiedutrust@gmail.com">kol.seiedutrust@gmail.com</a> for Kolkata Campus.
  - (i) Your complaint should send through above mentioned email
  - (ii) SEI shall generate and issue an acknowledgement of receipt of complaint within twenty-four (24) hours of receipt of the complaint and shall appropriately reply to You a decision/action within fifteen (5) working days from the date of receipt of the complaint.
  - (iii) Complaints may be withdrawn by You at any point of time. Upon withdrawal or in case a complaint is abandoned, such complaint shall deemed to be disposed of.

# 6. Legislation:

All disputes are subject to exclusive jurisdiction of Courts at Kolkata (West Bengal) (for Kolkata Campus) and Faridabad (Haryana) for Faridabad Campus, India only.

#### 7. CHANGES:

SEI Educational Trust reserves the right, at any time and from time to time, without notice to You, to update, revise, supplement, and otherwise modify this Terms of Use and to impose new or additional rules, policies, terms, or conditions on Your use of the Service. Any material updates, revisions, supplements, modifications, and additional rules, policies, terms, and conditions will be posted on the SEI Platform(s), and will be effective immediately after such posting and thereafter incorporated into this Terms of Use. Your continued use of the Service will be deemed to constitute your acceptance of any and all such additional terms.

## 8. Contact Details:

Toll Free - 18002571955

Email:- <a href="mailto:fbd.seiedutrust@gmail.com">fbd.seiedutrust@gmail.com</a> for Kolkata Campus, <a href="mailto:kol.seiedutrust@gmail.com">kol.seiedutrust@gmail.com</a> for Kolkata Campus.