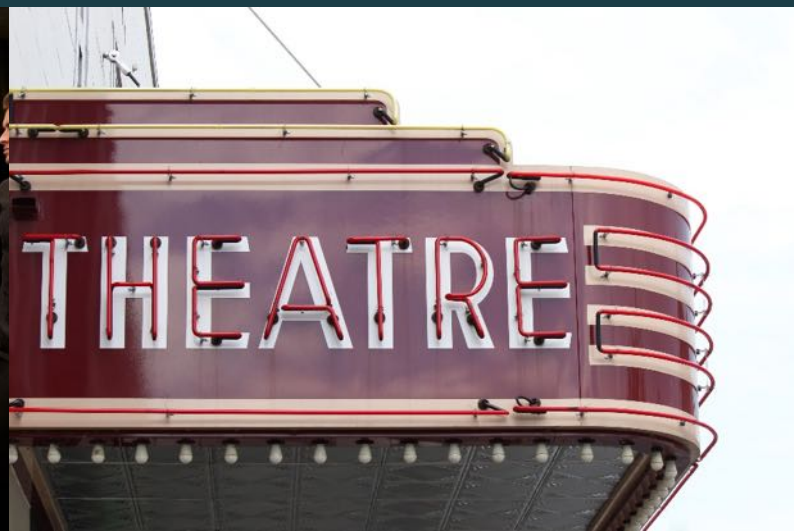




Course Brochure

Drama Level 3 (QLS) Diploma

Performing Arts Faculty



Join over
6,678
students
who have enrolled on
this course



WhatsApp

Click to chat to a Student Advisor

 **QUALITY
LICENCE
SCHEME**

The Quality Licence Scheme is part of the Skills and Education Group, a charitable organisation that unites education and skills-orientated organisations that share similar values and objectives. With more than 100 years of collective experience, the Skills and Education Group's strategic partnerships create opportunities to inform, influence and represent the wider education and skills sector.

If you want to invest in a better future, then **Open Learning College** can help improve your career prospects through study.

We welcome over 1,000 new students to our college each month. People just like you who want to take advantage of the financial, educational, and personal benefits on offer – a small short-term investment that will continue to reward you throughout life.

Our success is measured by yours

Since we started **Open Learning College**, we've helped people to not just think about building a brighter future, but to make it a reality. In fact, our success rate is such that we're now the No.1 provider of **high-quality** online learning courses.

We're with you, every step of the way.

We offer you the flexibility to manage your studies around existing commitments, so you can learn in your own time and at your own pace. When you study with us, you're in control of your learning. But you're not on your own by any means. We're always here to give you all the support you need to stay on track.



COURSE CODE
OLC1087
DELIVERY FORMAT
ONLINE & PAPER
STUDY TIME
200 HOURS
ACCREDITATION
QLS & OPA
AWARD TYPE
DIPLOMA
ENROLMENT FEE
£456.25 (£365)

The right choice Open Learning College

- **Courses leading to industry and employer recognised Professional Qualifications**
- **One-to-one tutor support from a dedicated Open Learning College tutor**
- **Unlimited access to our unique Online Student Community Xperience™ in the Metaverse, where you can set up your personal student profile, interact with other students, access discussion forums, message boards and other online resources.**
- **Courses including all study materials, assessments, software, and student membership of the relevant awarding bodies and associations.**
- **The freedom to continue earning while you learn.**
- **The flexibility to learn anywhere in your own time and at your own pace.**
- **The experience of the UK's most innovative online college.**
- **No set term times or classes to attend so you can enrol straight away.**



“ I investigated several online colleges, but Open Learning College offered me the course best suited to my chosen career. I needed the flexibility of distance learning but wanted to be sure I was getting a recognised qualification - with Open Learning College I got both. ”

Craig C,
Ayrshire

Course Overview

A play is a story written by a playwright to show the development of a situation and its outcome. Each module deals with a different play in some detail and includes technical information relating to production of a play, use of a stage, lighting, costume, setting etc. Every play example a different genre of drama and offers insight into different techniques in the style of writing and production.

More and more technical and literary detail is added as the student progresses through the modules so that by the end the learner will have a comprehensive view of the production of drama, from writing through to characterisation to the final, completed play on stage.

Each module contains student tasks within the text and ends with a self-assessment exercise so that the learner can assess his/her knowledge.

What Will You Learn?

In the **Drama** course, you'll delve into various facets of theatrical performance and storytelling. You'll explore acting techniques, script analysis, and character development to enhance your skills as a performer.

This course delves into the nuances of stagecraft, including understanding the elements of stage design, lighting, and sound, crucial for immersive performances.

Additionally, you'll learn the intricacies of interpreting and portraying diverse characters, honing your ability to express emotions and narratives effectively on stage.

Moreover, you'll engage in practical exercises and performances, refining your acting abilities and gaining a deeper understanding of the dramatic arts.

Entry Requirements

The good news is that no prior learning knowledge or experience is essential to take this course. This course is openly available to anyone wishing to learn more **Drama Level 3 Diploma** and would like to take part in a highly rewarding distance learning study course.

We believe that everyone should have the opportunity to expand their knowledge and study further, so we try to keep our entry requirements to a minimum.

You have the freedom to start the course at any time and continue your studies at your own pace for a period of up to 12 months from initial registration with full tutor support.

Course Key Topics

the **Drama Level 3 Diploma** course is divided into 10 modules.

Module 1: The Essential Principles of Drama

This module deals with background details and the history of the development of drama, as well as explaining relevant technical terms to enable the student to acquire a good knowledge base for further studies; student objectives for learning are highlighted to help the learner keep on track. Sub-genres of drama are explained, such as Tragedy, Comedy, Closet Drama etc. More detailed discussion follows on points to be considered in the production of a play, looking at how audience perceptions are affected by the mechanics of stage and theatre such as use of stage directions, different stage layouts, use of lighting, costume, sound effects and props. Relating to this, the learner is asked to consider the playwright's intentions and the use of plot lines in drama. Literary terms relating to drama are listed and explained.

Module 2: As You Like It

This module starts with a short biography of Shakespeare detailing his personal life and his success as a poet and playwright; his popularity with both the general public and with royalty is touched on. *As You Like It* is a romantic comedy and as such is a good example of Elizabethan Christian Comedy. Unusually, this play also belongs to the genre of Pastoral – an interesting aspect for the student to study further. The learner will begin to develop a deeper understanding of the play as the module goes on to examine the setting, plot and characters. The student will be asked to look at themes within the play such as city life contrasted with rural life, the human experience and especially with love in its many guises. Motifs and symbols within the play are also examined. An analysis of the play, scene by scene, follows, with student tasks at intervals which focus on pinpointing use of themes and motifs and developing understanding of them. Central characters in the play are Rosalind (witty and manipulative she spends most of the play disguised as Ganymede; she professes to be unromantic at the same time finding herself in madly love with Orlando); Celia (Rosalind's cousin and closest friend); Oliver (brother of Orlando; his character undergoes a dramatic change) and Orlando (a gentleman by birth but lacking social niceties due to a lack of education). Analysis of the characters reveals their importance to the story line and other characters and action.

Module 3: Othello

Othello is as relevant today as when it was first performed with many cultural and emotional references. This play is a tragedy; the action centres around Othello, the protagonist and hero, Desdemona and Iago. During studies of this play the student will be encouraged to look at gestures and stagecraft in relation to production of the play both for today's audience and in Shakespeare's time. The learner will also examine the portrayal of the 'tragic hero' and how it relies here on plot within plot. The characters are examined before moving on to look at the enduring attraction of tragedies. Themes of *Othello* include isolation, heroism and love; motifs include plants (with allusions to poisons), sight and blindness, animals and demons and monsters especially in relation to jealousy ("it is the green-eyed monster, which doth mock the meat it feeds on"). Symbols in this play include Desdemona's handkerchief which becomes symbolic of her supposed infidelity, and 'The Willow Song' which is used to build on this and emphasise Othello's jealousy. A précis of the scenes and main points will assist the student in analysing both the action and the characters.

Course Key Topics

the **Drama Level 3 Diploma** course is divided into 10 modules.

Module 4: The Cherry Orchard

This module starts with a biography of Chekhov including historical background to his life and writing and detailing influences on his career. A central theme in his writing is modern versus old Russia and the conflicts which can result. The main characters of *The Cherry Orchard* are detailed to assist the learner. The play and characters are dominated by the orchard; students are encouraged to explore how the orchard represents aspects of each character's memories and how they are drawn together or pushed apart by their links with the orchard. The play is summarised scene by scene with analytical comments to assist the learner in understanding the plot and characters. Student tasks along the way are given to help the learner consolidate learning.

Module 5: Death of a Salesman

Students are given a brief biography of Arthur Asher Miller detailing his formative years and education, followed by a list of his major works. *Death of a Salesman* is the most famous of Miller's plays in which he attacks the American Dream. Themes: The American Dream related to capitalism and individual success – somehow it has come to represent personal qualities, in particular being 'better' than others, or perhaps simply financially secure and successful in work life; McCarthyism – Miller incorporates allusions to Communist ideals and principles at a time of public unrest about Communism; Capitalism – Miller intended to express the ideals which existed within society at the time. The characters of the play are listed and details will help the student to understand them and their thoughts and feelings. This is followed by a synopsis of the story and a scene by scene account and analysis. As with previous modules the student tasks along the way will assist with learning and understanding of the play and the characters.

Module 6: Pygmalion

The short biography of George Bernard Shaw reveals some unusual details about the man himself. *Pygmalion* is the most well known of his plays and has undergone several adaptations for the screen and theatre. The main characters are detailed for the student, the two most important being Professor Henry Higgins who is portrayed as an academic with few social graces and Eliza Doolittle who has a sparkling personality. The story is summarised and analysed and then broken down scene by scene for the student. This play is a romance, but is very unconventional. Higgins and Eliza become reliant on each other, but how can the audience know if they are truly in love? Throughout the play Eliza undergoes a complete transformation; her personal beliefs and attitudes link strongly to a main theme which is social position; this in turn leads us to consider the effect that money (or lack of it) has on the different characters. As before the student tasks assist in gaining a deeper appreciation of the play.

Module 7: A Streetcar Named Desire

A biography of Tennessee Williams and details of his most well-known works and background to *A Streetcar Named Desire* open the way for the student to study this play. Some more literary terms in relation to drama are introduced and explained for the learner. The student will go on to study characterisation in drama in more detail, also looking in more depth at elements of stagecraft such as stage directions and lighting. The characters of the play are then introduced and analysed for the student: Blanche – the unsterotypical heroine, Stanley Kowalski – a childish man who is also a bully, Stella – overshadowed by her sister Blanche and besotted with Stanley, Mitch – an introvert and a foil to Stanley. The themes reveal further details of Tennessee Williams' own fears and worries: fate, desire, death and madness. Once again, the play is broken down and analysed scene by scene with student tasks to assist the learner in gaining a deeper understanding of the characters and action.

Course Key Topics

the **Drama Level 3 Diploma** course is divided into 10 modules.

Module 8: An Inspector Calls

Students are encouraged to make a close examination of stage directions and introductions to scene changes drawing on knowledge gained from previous modules to assist in understanding the details of the play. Additionally, the learner is asked to consider the role of the actor/actress in conveying the personality of the character they play on stage for the audience. Themes, setting, language, characters, staging and performance are discussed in general terms as well as for this play in particular. The student can then move on to a biography of J.B. Priestley. Themes in the play are explained and include love, morality and personal responsibilities. As in previous modules the play is detailed scene by scene and the action is analysed and explained. The characters in this play all embark on a journey of discovery taking the audience with them. Some may view the play as simplistic; others may feel that Priestley is telling a story with moral implications. Audience perception of the character of Inspector Goole is challenged by a strange twist in the action in the closing scene of the play which ends where it began.

Module 9: Top Girls

A short biography on Caryl Churchill is given; she is known for her non-realistic techniques and for writing which deals with feminist issues. She is categorised as a Post-Modern playwright (post-modernist literature makes a break with realism). Styles of writing (modern, post-modern, realism) are explained here and the play is put into context historically. *Top Girls* has an all-female cast and is acclaimed for the way it deals with pressures on successful women as well as for the techniques used in the writing. The main characters – Angie (Marlene's child), Joyce (Marlene's elder sister), Kit (Angie's friend), and Marlene (the central character) are explained and analysed, along with other characters in the play. Their personality traits, likes and dislikes are examined so that the learner can appreciate the action and story of the drama. The play is non-linear, which means that in production, scenes can be played in a different order. The action incorporates fantasy, reality, success, failure, social and class issues and gender issues and sexism; men are clearly absent from the action and only appear on the periphery of the play. Churchill is commenting on the role of working women and the play reflects their work experiences and opportunities of the eighties. The play is analysed scene by scene. Prompt questions and student tasks assist with learning.

Module 10: Educating Rita

Willy Russell, playwright, author and songwriter is profiled. He was not very successful at school but had aspirations to become a writer and managed to pass an English O Level by studying of an evening after he had left school and started work as a hairdresser. Other work by Russell includes the well-known *Shirley Valentine*. The student is directed to look at similarities between *Educating Rita* and *Pygmalion*; Rita changes radically throughout the action, as does Eliza Doolittle. Like Eliza, Rita is bright and vivacious. Themes include family and personal lack of fulfilment – themes which can also be found in *Pygmalion* – as well as transformation. The module follows the same format as others giving the learner a breakdown of the play scene by scene, and interspersing student learning tasks. The ending of the play is full of possibilities for Rita and Frank; Rita is now in control of her own destiny, no longer defined or restricted by her social class or work and Frank intends to go to Australia in the hope of finding personal fulfilment.



Expert support and guidance from a course advisor

Open Learning College have helped people just like you to qualify through distance learning, we understand precisely how to support you through the decision-making process, and then on into your studies. The starting point is to choose the right course that will set you on the path to a more successful future.

We are committed to supporting you all the way by delivering an outstanding learning experience. Before you enrol, we want to ensure that you choose the course, qualification and tutoring option that are right for you. To assist with this, our expert **Course Advisors** are available to guide you through the range of options, including:

- Pre-entry guidance – establishing the right course and qualification outcome to meet your career and learning requirements.
- Course and Tutor options
- Course materials, content, and Online Student Community
- How distance learning works
- Advice on how to make the most of your course.

Target Audience

- The Drama course caters to aspiring actors, theatre enthusiasts, and individuals passionate about honing their performance skills.
- It's tailored for those seeking a comprehensive understanding of acting techniques, script analysis, and character development.
- This course is ideal for drama students, theatre hobbyists, or anyone interested in exploring the art of dramatic performance and storytelling.
- Whether you're aiming for a career in acting or simply want to enrich your understanding and practical experience in theatre arts, this course offers a platform to delve into the world of drama.



Course Duration

We recommend you spend approximately 200 hours of your time studying for the **Drama Level 3** course. The pace of study is completely up to you. To give an example, if you dedicate 4 hours per week to study, it will take you one year to complete but if you could spare 8 hours a week you could complete it in six months.

Enrolment Fees

We want to make sure that you get the best value for your money, which is why we have included the registration fee, certification fee, and full tutor support in the course price. Enrolling in the **Drama Level 3 Diploma** course would usually cost **£456.25**, but for a limited time, you can get a **20% discount** and pay only **£365.00** if you enrol online and pay in full.

If you prefer to spread the cost, you can choose our Easy Payment Plan. Simply pay a deposit of **£91.25 when** you enrol online and then make **4 equal payments of £91.25 per month**. The first payment is due about a month after you receive your course.

Payment Method	1 st Payment	Instalment	Total
Pay in Full (Online)	£365.00	N/A	£365.00
Instalment Plan (Online)	£91.25	£91.25 X 4	£456.25
Paper + Online Version (+£100)	£100.00	N/A	£100.00

Note: Instalment plans are not available to our international students.

Klarna.

Millions of savvy shoppers have already chosen Klarna when purchasing online.

Enrol today and pay nothing and then pay in full up to 30 days later or split the cost into 3 interest-free monthly instalments. At checkout choose Klarna as your payment option and get the 20% pay in full discount option today.



Tutor support – helping you every step of the way

At Open Learning College, we are proud of our tutor support team. All of our tutors are qualified in their appropriate disciplines. You can relax knowing that the people behind your course will also be behind you, to mentor and help you complete your studies.

Our **Drama (Level 3)** course is designed to provide you with comprehensive materials to guide you through your learning journey. You'll have the support of your own personal tutor, who will be there to assist you with your coursework and answer any questions you may have.

Furthermore, our Student Advisors are always available to provide you with practical advice and guidance via the online portal, email, or phone, ensuring that you're fully supported throughout your studies.

- At the start of your course, you will be assigned a personal tutor.
- Access to a tutor via the Metaverse or the Learner Management System.
- All assignments you complete can be sent to them online, via the LMS.
- At the successful completion of your course, you can request an Academic Reference from your tutor or the college.



QUALITY LICENCE SCHEME



Visit the QLS Website
www.qualitylicencescheme.co.uk

Accredited QLS Certification

What is QLS?

QLS stands for "**Quality Licence Scheme**". QLS is part of the Skills and Education Group, a charitable organisation that unites education and skills-orientated organisations that share similar values and objectives. With more than 100 years of collective experience, the Skills and Education Group's strategic partnerships create opportunities to inform, influence and represent the wider education and skills sector.

The courses available through Open Learning College conform to the universally accepted QLS quality mark and standards of recording, reflecting, tracking, planning, and reviewing.

Benefits of QLS Accreditation

Regardless of where you are in your career, undertaking an Open Learning College QLS course passed can help you.

- Support and enhance your employment opportunities.
- Improve career satisfaction.
- Track prior learning.
- Show you are up to date with the requirements of your job.
- Contribute to your CV and prepare for a promotion.
- Can lead to further education as required by new and existing jobs.
- Demonstrate your commitment and value within your organisation.

When you finish with the course your certificate will contain the recognised QLS mark from Open Learning College.



Course Assessment

The **Drama Level 3** course at **Open Learning College** is designed to provide a comprehensive and flexible learning experience. Unlike traditional exam-based courses, our course is marked through a process of continuous assessment, which is guided by your personal tutor and is a regulated course awarded by **QLS** and the **Open Learning College** via the **Open Pathway Accreditation** programme (OPA.dip).

This means that you won't have to worry about memorising information for a final exam. Instead, you will have the opportunity to learn at your own pace and apply your knowledge through practical assignments and quizzes at the end of each module. Our online platform allows you to access the course from anywhere and at any time, and you can also choose to receive the course materials by post.

When you complete each module, you will submit your assignments and quizzes online for marking. While there is no word count requirement for these assignments, we do expect well-thought-out and complete answers. Your tutor will provide constructive feedback and guidance on areas for improvement to help you achieve your best performance.

Study Format

Paper Based Version

This course comes to you as a paper-based pack delivered by courier. You will be given guidance through the Study Guide on the nuts and bolts of studying and submitting assignments.

Online Version

The online version of this course is a fully digitised version of the paper-courses, so you can study on any PC or smart device when connected to the internet. As with the paper course, your online learning programme is completely flexible, so you can study at a pace that suits you.

What's Included

Your course fee covers everything you will need to successfully complete the **Drama Level 3** online study course and earn your qualification:

A full range of student services, including:

- All textbooks, study folders, and/or online learning aids.
- Free **Open Learning College** branded promotional item when you enrol.
- Life-time access to the online student portal **Xperience™** (Student Chat, Forums and Online Support Resources)
- NUS TOTUM Card
- Comprehensive Study Guide & Study Plan
- PDF or hardcopy certificate to show employers (employer has access to certificate validation)
- Life-time access to **CLAZMA.COM** our Career Hub dedicated to support our students career aspirations.
- Invitation to job fairs and career days for your business faculty.
- A diploma from the **Open Learning College** from our **Open Pathway Accreditation** programme
- One year's educational support by a specialist tutor in your chosen course field.

Learning for Life Pack

We fully understand the need to support our students beyond their course completion to help them achieve their desired goals. To help you to succeed in your chosen career, we will be pleased to provide the following services on successful completion of your course.

An Academic Reference (This is a reference from your tutor/college for an employer or for further education).

CV Refresh (We will take your current CV and update it to a professional standard, reflecting your new skills).

Life-time access to CLAZMA.COM (Career Hub). **25% off*** any future courses you enrol on with us.

(*Cannot be used in conjunction with any other offers)

Ready for a fresh start?

You've now looked at the course content, at the professional qualification and decided that the course is right for the next step in your career. Now you've started and have chosen your course, keep the ball rolling and enrol today. The sooner you do, the sooner you'll realise your goals and reap the rewards. Remember with dedicated tutor support and all your learning materials supplied, we will be with you every step of the way.



You're just 5 simple steps away from building a better future:

- 1** Once you have enrolled on your course, you will receive your start-up pack. This contains everything you will need for your course, all your books, learning materials, stationery, and the latest software if necessary.
- 2** We'll assign you with a dedicated tutor. Who will get in touch to welcome you to the course and to pass on their contact details.
- 3** Returning to study can be hard. So, to help get you back into the swing you will also receive useful study tips that will help you plan your time more effectively.
- 4** As you begin studying you may need guidance or have questions regarding your coursework. Your tutor is available to give you help, support and feedback as you work through the course. They will also mark coursework. Your tutor is available weekdays via telephone and email.
- 5** Apart from the tutors you will have access to an online student community so you can discuss the course assignments or share study tips with other students in the same situation as yourself.




"The best thing about the course was that it could be completed at my own pace, which was a great advantage as I have many other demands on my time, especially from my employer. I also found the Tutor support to be excellent, and all queries. I had been answered fully and promptly".

Zulqarnain H,
London

From time to time, we may enrol our students with our partner colleges; this is dependent on the number of students enrolling on a particular course and on course material or tutor availability. If this happens, nothing changes for you other than the name of the institution administering your course. We will continue to be your point of contact; you will get the exact same course you have enrolled on with the same high level of quality content and support.





“Open Learning College has not only given me the qualifications I needed; it has also made me much more confident in my own abilities.”



WhatsApp

Still unsure? Chat to a Student Advisor

Any questions?

You may still have some questions about **Open Learning College** and our courses, so we've listed the most common queries below.



How long will it take me to work through my course?

That's up to you. You can complete your course in as little as six months if you have the time, or if you prefer to take things a bit slower, you can spread your course work out over a longer period.

I left school without any qualifications. Does that matter?

Not at all. Most of our courses require no previous experience. Each course is divided into a series of easy-to-manage modules and has been structured to ensure you learn everything you need from the very beginning.

If I choose a computer course, will I have to buy expensive software

No. You will receive everything you need in your start-up pack, including all the necessary study materials and software.

How many hours a week will I have to dedicate to study?

The great thing about studying with Open Learning College is that you can fit your coursework around your existing home and work commitments. Basically, you can do as much or as little as you want. After all, you can't learn if you feel rushed or stressed.

What will I get out of it?

All our courses offer a choice of industry-recognised qualifications. By completing a course, you will benefit from new skills, greater recognition, and improved earning power. On a personal level, many of our students also enjoy a great sense of achievement and increased self-confidence.

Will I be able to succeed?

The important thing to remember is to work your way through each task in your own time. If there's anything you don't understand, don't struggle alone. You can always talk to your dedicated course tutor.

I'm not sure of what course I should take. Can you help?

Yes, we can, it is important that you pursue a course which you will enjoy. Although we cannot make this decision for you, we employ a team of dedicated Professional Course Advisors, who will guide you towards making the right choice. Whether you want specific information, or just a chat about what's available, call us now on +44 (0) 844 357 7777.



"I would recommend Open Learning College to my friends and family. It is a good opportunity for those who want to return to education and are self-motivated but need to plan their own time to study. I now feel much more confident that I will find a more satisfying, enjoyable job and earn more money"

**Anna G,
Oxford**





**OPEN
LEARNING
COLLEGE**

Post your completed application
and payment instructions to:

Open Learning College
London Campus
124 City Road
London
EC1V 2NX
United Kingdom



STUDENT INFORMATION
(PLEASE TYPE YOUR INFORMATION IN THE FIELDS BELOW)

Title	First Name	Last Name
Date of Birth	Phone No	Mobile No
Billing Address (If paying by card, please provide the address the card is registered to)		
Post Code	City	County / Country
Primary Email Address		
Delivery Address (if different from above)		
Post Code	City	County / Country

COMPANY INFORMATION
(IF BEING PAID BY A COMPANY)

Company Name		
Company Address		
Post Code	City	County / Country
Phone	E-mail	Fax
Company Contact Name	Position	Direct Line

COURSE INFORMATION

Course Name	Course Code
If paying by instalments – please complete below	
Support Period: <input type="checkbox"/> 12 Months <input type="checkbox"/> 24 Months	
Deposit: £	Four (4) Monthly Payments at: £
Default format is online delivery. Paper plus Online Version +£100 <input type="checkbox"/>	
International Delivery + £60 <input type="checkbox"/>	Next Day UK Delivery + £30 <input type="checkbox"/>
Insurance + £10 (Optional) <input type="checkbox"/>	

PAYMENT INSTRUCTIONS FOR POSTAL ENROLMENTS ONLY

(A PHYSICAL SIGNATURE IS REQUIRED TO COMPLETE YOUR ENROLMENT)

Please use this form to pay in full or instalments if you are not making a payment online.

CHEQUE POSTAL ORDER CREDIT / DEBIT CARD BACS PAYPAL WESTERN UNION

PAYMENTS IN FULL

CHEQUE / POSTAL ORDER / WESTERN UNION – Please post your cheque/postal order to **Open Learning College** with this form.

BACS - Please transfer payment to **Open Learning College** | A/C No: **58716997** | Sort Code: **60 83 71** and send us this form.

INTERNATIONAL PAYMENTS – IBAN: GB61SRLG60837158716997 | **SWIFT / BIC**: SRLGGB2L

INSTALMENT CUSTOMERS

PAYPAL / STRIPE – On selecting this option we will send you a link to complete your automated payment schedule.

CREDIT / DEBIT CARD – Please provide your credit/debit card details below to allow us to process your monthly payments.

Card Number – 16 Digits		Card Type (e.g. VISA)		(CSC) 3Digits	Issue No
Please select your payment option. Pay in Full <input type="checkbox"/> Instalments <input type="checkbox"/>	If you are paying by instalments, are they to be taken by this card? YES <input type="checkbox"/> NO <input type="checkbox"/>	Start Date /	Expiry Date /	Please confirm the Payment to be taken from this card £	
Name as it appears on card (Please Print Name)					
I the credit / debit cardholder authorise Open Learning College to take the amounts specified from my credit/debit card as detailed above. I the student agree to the general terms and conditions of enrolment and the conditions of the monthly payments as set out in this agreement.					
Terms & Conditions – (http://www.openlearningcollege.ac/t-cs)					
Payment & Delivery – (http://www.openlearningcollege.ac/payment-delivery)					
Price Guarantee – (http://www.openlearningcollege.ac/pricematch)					
Privacy Policy – (http://www.openlearningcollege.ac/privacy-policy)					
Signature of Cardholder & Student				Date	
Signature of Cardholder (If different from student)				Date	

PLEASE RETURN THE COMPLETED SIGNED AGREEMENT TO US:

By Post to: Open Learning College

London Campus
124 City Road
London
EC1V 2NX
United Kingdom

By WhatsApp: (Please ensure all pages including the cover page are included)

+44 (0) 7521 454418

By Email: (A high quality scanned colour copy of the agreement)

enrolments@openlearningcollege.ac

Once we have your completed agreement, we will provide access to your course within 48 hours. We will enclose a copy of this agreement for your records along with a statement of your account.

GENERAL TERMS & CONDITIONS APPLICABLE TO POSTAL ENROLMENTS

1. Definitions

In this Agreement unless otherwise stated:

- (i) "Distance Learning Package" shall mean the course(s) identified and all related Materials, support, and tuition where applicable.
- (ii) "Materials" shall mean the learning materials for the Distance Learning Package or any part of them (and shall include any replacement training materials and books if you transfer Distance Learning Package in accordance with Clause 5).
- (iii) Your "Support Period" depends on which course you choose to study and will be between one to two years unless otherwise stated in your course materials.
- (iv) singular words shall include the plural and vice versa; and
- (v) headings are included for convenience only and shall not affect the construction or interpretation of this Agreement.

2. Payments

- (i) We agree to sell, and you agree to buy the Distance Learning Package for the Total Cost/Cash Price and on the terms set out on this page and in the agreement, we send you.
- (ii) Under no circumstances shall we be deemed to have received payment until payment has been received by us in full and cleared.
- (iii) All course material remains the property of Open Learning College until the final payment has been received by us and cleared.

3. Materials (Paper Version)

- (i) We will release the materials to you in full once you have enrolled on your chosen course.
- (ii) You will inspect the materials promptly following delivery. You will tell us about any omission as soon as it is reasonably possible.

4. Services

- (i) During the Support Period, we will provide you with support and tuition as set out in [the promotional Materials & website].
- (ii) If requested, we may at our sole discretion, extend the Support Period for an agreed fee.
- (iii) If you are sitting an external examination at the end of your Distance Learning Package, we will provide you with such information as we have in our possession to assist you in making such examination arrangements. In all other respects, you will be solely responsible for planning to enable you to sit the examination and for all fees in relation thereto.
- (iv) If we, at our sole discretion, assist you in making your examination arrangements by providing you with information about the time and location of local examinations or reserving an examination place for you, you acknowledge that we shall not be responsible for any losses incurred by you as a result of inaccurate information provided in connection with any such arrangement except such losses, excluding business losses, caused by failure to act with reasonable care and skill.

5. Open Learning College Course Transfer Facility

- (i) If you wish to transfer to a different course, we may at our sole discretion agree to such transfer.
- (ii) Unless you are paying under a Credit Agreement, if we agree that you may transfer to a different course, we will transfer the fees paid for the Distance Learning Package you wish to discontinue towards the amount payable for the new course PROVIDED THAT we receive payment from you for the balance of fees due in respect of the new course (if more expensive than the discontinued Distance Learning Package) and an agreed transfer fee will be payable to cover our tuition and/or administrative costs.

6. Warranties and Limitation of Liability

- (i) We warrant that the materials will be of satisfactory quality but do not warrant that the materials will be error free.
- (ii) We warrant that we will perform any services provided hereunder with reasonable skill and care.
- (iii) We intend to rely on the written terms set out here in this document. If you require any changes, please ensure you ask for these to be put in writing. In that way, we can avoid any problems surrounding what we, and you, are expected to do.
- (iv) Other than in respect of liability for death or personal injury arising from our negligence, we shall not be liable for:
 - (a) losses that were not foreseeable to both parties when this Agreement was made.
 - (b) losses that were not caused by any breach on our part.
 - (c) business losses and/or losses to non-consumers.
- (v) Our liability for direct losses arising out of our negligence (other than in respect of liability for death or personal injury), breach of contract or any other cause of action arising out of or in connection with this Agreement shall be limited to the total price paid for the Distance Learning Package as quoted.
- (vi) Other than in respect of liability for death or personal injury arising from our negligence, we shall not be liable for any indirect or consequential loss or damage whatsoever (including without limitation any loss of profits, loss of revenue, loss of opportunity or your liabilities to third parties) which you may suffer arising out of or in connection with this Agreement.

7. Other Terms

- (i) No relaxation or indulgence which we may extend to you shall affect our rights under this agreement.
- (ii) If any part of this agreement is held to be unenforceable the remaining terms and conditions shall continue in force.
- (iii) All liabilities or obligations arising under this agreement shall be enforceable against you after termination of this agreement.
- (iv) You will notify us immediately in writing of any change in your address and other contact details. Any notices required to be served under this agreement, or in accordance with the Act will be deemed properly served if sent by way of prepaid first-class post to your last known address or by email to your registered email.
- (v) This Agreement shall be governed and construed in accordance with the laws of [England] and you hereby agree to submit to the non-exclusive jurisdiction of the [English Courts].

8. Cancellation

- (i) Your statutory right under the consumer protection (Distance Selling) Regulations 2000, allows you seven working days from the day after receipt of materials in which to make a **written request** for cancellation. Unless the parties have agreed otherwise, you will not have the right to cancel by giving notice of cancellation for the supply of computer software if they are unsealed by you or for the supply of online courseware which has been accessed by you.

9. Instalment Payments

- (i) You will pay the Deposit shown online when you enrol and the outstanding balance of the total cash price by the instalments and on the dates specified in our welcome letter.
- (ii) It is a fundamental term of the agreement that all payments should be made promptly and on time, you will be deemed to be in default if your payments are more than 30 days overdue.
- (iii) If you fail to comply with any terms of this agreement, we shall be entitled to recover from you the reasonable costs and losses incurred by us as a result of locating you, communicating with you and collecting any unpaid sums. Such sums are payable on demand. In the event of legal action for breach of payment, you will be responsible for all costs allowable by the court if an award is made in our favour.
- (iv) Failure to return your instalment agreement within 30 days will invalidate this agreement and you will forfeit your initial deposit payment.

10. Discretionary waiver

- (i) If, at any time during the course of the agreement, you notify us that you no longer wish to pursue the Distance Learning Package we may, in our absolute discretion, agree to waive our rights to the sums payable under Clause 12 upon payment by you of all sums due under Clause 12 and apply an administration fee of £75.00, upon condition that you waive all rights to delivery of any and all materials.
- (ii) If you wish to be considered for a discretionary waiver, you should contact us by letter or telephone.

11. Termination

- (i) If: (a) you fail to pay any amount due under this agreement; (b) you breach any of the other terms and conditions, express or implied, of the agreement; or (c) any information provided by you in the making of this agreement proves to be incomplete or inaccurate, we shall be entitled, after the expiry of a Default Notice served on you, to terminate this agreement.
- (ii) If this agreement is terminated you will pay us the unpaid balance of the balance payable, less any applicable rebate, plus all expenses, charges, and costs in accordance with Clause 10.

12. Warranty

- (i) Open Learning College shall not be obliged to replace free of charge any materials pursuant to Clause 6
- (ii) if any monthly instalments or other sums are due and unpaid under this Agreement as at the date of the claim.

Data Protection (see our Privacy Policy for details)

IMPORTANT: USE OF YOUR INFORMATION This privacy statement applies to any personal data you may give to Open Learning College. We collect any personal data you may give us when you begin your course. We will also collect contact details from prospective students. We maintain data on your transactions with us as well as your use of our services. We would like to use your personal data to provide you with further information about our products and services, please indicate if you do not want to be contacted by mail, email, or telephone.

Access to your Personal Information

The Data Protection Act 1998 gives you the right to access the information that we hold about you. Please note that any demand for access may be subject to payment of a fee of £10 which covers our costs in providing you with the information requested. Should you wish to receive details that we hold about you please contact us using the contact details on this agreement.

We will not pass on your details to any third party. To receive a copy of the full privacy statement or to access or modify your information or change your preferences, please contact us.

PLEASE ALWAYS REFER TO OUR WEBSITE FOR THE LATEST COURSE INFORMATION, PRICING AND TERMS AND CONDITIONS.