

# General Terms and Conditions Gübelin Academy

## 一般条款及条件 固宝琳宝石学院

Terms and Conditions upon which CGG Jewelry Appraisal Training Co., Ltd (CGG) offers its Gübelin Academy courses.

本条款及条件适用于银库珠宝鉴定培训有限公司 (CGG) 所提供的固宝琳宝石学院课程。

The participant indicates his acknowledgement and his full acceptance of these General Terms and Conditions, when returning the completed and signed registration form.

当参与者返还填写完毕并已签字的登记表时，即默认其已经接受本条款及条件。

### General Admission:

#### 准入条件:

Course applicants must be at least be 18 years of age.

课程申请人必须年满 18 周岁。

Applicants must pass the prerequisite qualifications/experience expectations, as outlined in the course registration form, in order to attend.

申请人必须满足课程登记表中所罗列的先决资格 / 经验。

Should applicants request a reprint of awarded certificates after the completion of courses, an administration charge will apply.

课程结束后，申请者若需要所颁发证书的翻印本，将会收取行政费用。

### How to Apply:

#### 如何申请:

Applicants may submit registration forms at any time via direct email.

申请者可随时直接发送邮件提交注册表格。

Course payment must be made in advance and will be accepted in the form of cheques, bank drafts and wire transfer. 必须提前支付课程费用。可接受的付费形式有支票、银行汇票和电汇。

Courses are subject to availability. Applicants, who apply for a course that has reached its maximum attendance capacity, will be waitlisted and notified by CGG if a space becomes available later.

课程受到开班名额限制。申请者申请时，若该课程名额已饱和，该申请者的申请将被列入等候名单，一旦名额开放招收，该申请者将接到 CGG 的通知。

Course fees must be submitted within 5 business days of your registration to guarantee a space in the class.

必须在你申请后的 5 个工作日内付清课程费用，以确认留位生效。

CGG will send applicants an enrolment confirmation upon receipt of their application CGG will confirm course fee receipt to applicants.

在收到申请人的申请后，CGG 将向申请人送出一张登记确认书。CGG 将会与申请人确认课程费用收据。

Applicants should ensure that the correct total amount is paid to include bank charges and full course fees. All bank charges should be borne by the applicants. CGG reserves the right to request the difference to be paid before class begins.

申请者应确保支付包括银行转账费用及全部课程费用在内的正确的总金额。所有的银行转账费用应由支付人承担。请在课程开始之前付清余款，CGG 保有索要权。

### Attendance Policy:

#### 考勤制度:

Course lectures begin promptly at their scheduled starting times and applicants are expected to be punctual.

课程演讲将在课程安排表上标明的时间准点开始，申请者必须准时来上课。

Applicants must refrain from removing any projects or materials from the classroom without the permission of the instructor.

银库珠宝鉴定培训有限公司

CGG Jewelry Appraisal Training Co., Ltd.

Room 204 No138 Fenyang Rd.Shanghai China,200030,info@cgg.cn

www.cgg.cn

在没有老师许可的情况下，申请者不能以任何方式取走课堂上的任何项目或材料。

Cellular phones and other mobile communication devices must be set on silent mode and may not be used during class hours. Any non-compliance with this rule may result in the suspension to attend class.

在上课时不得使用手机和其他移动通信设备，并确保上述设备设置在静音模式下，任何不遵守者将会被要求离开教室。

CGG expects applicants to show respect and consideration for fellow applicants and towards the class tutor in all other aspects.

CGG 申请者必须对其他 CGG 的同学和班级导师保持尊重。

Attendance of all classes and a successful passing rate is required in order to be awarded the Gübelin Academy certificate of attendance at the end of each course.

要每项课程结束时，申请者必须保持全勤出席课程并通过考试才能在整个课程结束时，被授予固宝琳宝石学院证书。

Successful completion of Level 1 is required to attend Level 2 and accomplished Level 2 grants admission to Level 3.

学员必须顺利完成初级课程，才能报读中级课程；完成中级课程後，方可报读高级课程。

Should an applicant fail to attend a class and wishes to attend a make-up class, he or she may do so at the discretion of CGG provided that there is vacancy in the make-up class and upon payment of the applicable fees.

因事缺课者，可以在别班有剩余名额的情况下参加补课，CGG 对此拥有完全决策权。

### **Classroom Equipment:**

#### **教室设备:**

Applicants shall compensate CGG for any damage incurred to equipment belonging to CGG or at the lecture site.

若有申请者损坏了隶属 CGG 或课程演讲现场的设备，将由损坏者个人负担赔偿责任。

### **Copyright Infringement:**

#### **著作权侵权:**

Gübelin course materials and powerpoint presentations are the sole property of Gübelin.

Gübelin 的课程教材及电脑简报演示文稿均是属于 Gübelin 一方的财产。

Any unauthorized use, notably reproduction and distribution of copyrighted Gübelin course materials and powerpoint presentations is strictly prohibited and may be subject to civil and criminal prosecution.

任何未经授权的使用，特别是严格禁止再版或发布属于 Gübelin 的课程教材及电脑简报演示文稿。侵权者可能因此面对民事或刑事诉讼。

No photographs or videos allowed in class neither from the participants nor from the screen unless otherwise instructed.

除非另有指示，否则严禁对所有申请者及教学屏幕进行拍照和摄像。

### **Pricing and course dates:**

#### **定价及课程日期**

The course fees are based on the current price list at the time of the application. CGG may, by giving notice to the applicant at any time up to the point of sending the enrolment confirmation, change the prices or calendar dates for any reason. Upon receiving notice of such changes, the applicant may cancel the registration if he/she so chooses.

课程收费基于申请时订定的价目表。在 CGG 向申请人发送报名确认书之前，CGG 可随时因为任何原因改变价格或课程日期。在收到此类更改通知后，申请人可根据其意愿，选择取消注册。

### **Refund and Cancellation Policies:**

#### **退款和取消政策:**

There will be no refund of payment to enrolled applicants, unless a cancellation results from a change of the price or date of course.

CGG 将不会支付退款，除非因课程的价目及时间更改而取消注册。

Admitted applicants who wish to change their course attendance dates for future course dates may do so up to 10

business/working days prior to the start of the course at no extra charge (subject to availability).

已录取的申请人若想更改他们报选某项课程的上课时间，可在课程开始前 10 个工作日内免费申请（视情况而定）。

Applicants who fail to re-schedule courses within the permitted timeframe lose the right to re-schedule in the future.

Allowances will only be made at the discretion of CGG.

未能在允许的的时间内重新安排课程的申请者，将会失去在未来重新安排的权利。CGG 自由裁量是否允许改期。

CGG may exceptionally cancel or re-schedule courses in case of unforeseen unavailability of the course instructor.

You will be contacted for the rescheduling process or for refund payment of applicable course fees.

CGG 可以在课程导师因不可预见的情况下缺席而取消或重新安排课程。您将会接到通知，为你重新安排课程或退还相应的课程费用。

### **Force Majeure:**

#### **不可抗力理由:**

All events of force majeure and other events beyond our control, such as interruptions of business, transport and traffic difficulties and energy supply shortages, strikes, lockouts etc. release CGG from contractual obligations for the duration and to the extent of their effects.

所有的不可抗力和其他我们无法控制的事件，例如业务中断、交通运输困难、能源供应短缺、罢工、停工等等过程及后果导致相关人员无法履行合同义务，都会导致 CGG 及其合作伙伴在合同期限内及其影响范围内解除合同义务。

CGG reserves the right to postpone or cancel courses in severe weather conditions. Applicants will be notified the day of such cancellations but it will be the responsibility of individual applicants to be aware of any such weather interruptions as appropriate.

CGG 有权在恶劣的天气条件下推迟或取消课程。申请者当天会接到取消课程的通知，但希望申请者个人遭遇此类恶劣天气，能自行预测课程的改期。

### **Privacy Policy/Data Protection:**

#### **隐私政策 / 数据保护:**

Please note that it is mandatory for you to provide personal data marked with asterisks. In the event that you do not provide such data, we may not be able to process your application for admission to the courses.

请注意，您必须在标有星号的地方填写您的个人资料。如果您不提供这些数据信息，我们可能无法处理您的课程入学申请。

The information and your personal data provided will be used for the purpose of processing applications, such as course registration and admission for course conduction including issuing Gübelin Academy certificates of attendance and for reasons of communication between the applicant and CGG.

您提供的个人信息与数据将用于办理入学申请，例如课程注册、办理固宝琳宝石学院的教学课程准入证以及便于申请者与 CGG 的联络事宜。

We may disclose your personal information to any law enforcement agency, court, regulator, government authority or other third party where we believe this is necessary to comply with a legal or regulatory obligation, or otherwise to protect our rights or the rights of any third party.

我们可以向任何执法机构、法院、监管机构、政府机关或其他我们认为必要的第三方披露您的个人信息，以遵循法律或监管义务，或以其他方式保护我们的权利或是任意第三方的权利。

In the event of any discrepancy between the English and Chinese versions of these terms and conditions, the English version shall prevail. 中英文版本如有歧异，一概以英文版为准。

Should you have any enquiries about the data protection issue, please contact CGG by e-mail [info@cgg.cn](mailto:info@cgg.cn).

如果你对数据保护问题有任何疑问，请发送电子邮件到 [info@cgg.cn](mailto:info@cgg.cn) 与 CGG 联系。

Address: Room 204, No. 138, Fenyang Road, Xuhui District, 200030, Shanghai; Mail: [info@cgg.cn](mailto:info@cgg.cn)

地址：上海市徐汇区汾阳路 138 号 204 室；邮箱：[info@cgg.cn](mailto:info@cgg.cn)