

CLASS RULES AND CODE OF CONDUCT

IMPORTANT: Please be sure to join the session in DESKTOP MODE so you can take advantage of all of the platform's features and your attendance can be properly recorded.

All registrants must submit a clear copy or photo of their State ID, NYC Identification Card, or passport to Training.ehs@bsigroup.com in order to attend the class. By logging into the class you are attesting that you are the person who has signed up for the course. No one may take a course for another person. Your identity will be verified by your passport, State ID, or NYC ID in comparison with your web camera at the start of class.

Students taking the 4-hour Supported Scaffold User & Refresher Course (SCA-201) must also submit a color passport-style photograph of your shoulders up on a white or lightly colored neutral background with no hat, glasses, or earbuds/headset. You are NOT required to go to an official passport photo provider. This can be done from the safety of your home or work with a regular camera or phone camera.

You must enable your web camera and microphone to participate in the class. Attendance and attentiveness will be actively monitored by the instructor and the proctor/moderator.

You are required to be present for the entirety of the class and be visible on camera except during breaks. By signing in and out of the session you are reporting your attendance.

Anyone arriving more than fifteen minutes late for a session will be removed from the class and will be required to register for another session. There are no makeups being offered. If you miss a portion or day of a class you will be required to retake the full course.

RULES OF CONDUCT

- Students are prohibited from interfering with the learning process of others. Any inappropriate behavior will result in disciplinary action, up to expulsion from the class without the refund.
- Students that do not comply with the above Rules of Conduct will be removed from the training course and will not be permitted to complete the training course.

REFUND POLICY:

- Re-schedules and cancellations by student will be accepted up to ten (10) business days prior to first day of class. Registration/Tuition is non-refundable to the individual canceling after that time. Students that are dismissed from the training course due to a violation of the Rules of Conduct will not be provided with a refund.

DISCLAIMER: Regulation

- Student agrees that BSI shall not be held liable to the student or third party for any claims, actions or demands directly or indirectly associated with BSI's training of the student. Student acknowledges that BSI cannot be responsible for student's understanding or comprehension of the material presented, application of the material to the specific jobs or actions beyond control of BSI. Student waives any liability against BSI for injury, illness or loss of property.
- BSI reserves the right to reschedule or cancel any course date(s) for any reason, including insufficient enrollment.

CONSENT:

- By logging into the class I hereby consent that BSI may use photographs and videotapes of its programs, which include images of myself for the purposes of advertising and trade, which may include instructor training, educational and promotional purposes. By logging into the class the student authorizes BSI to collect any outstanding payments for the training taken through payroll deductions or other means.