

# HRODC Training Institute



## Wolverhampton (HQ)

122A Bhylls Lane,  
Wolverhampton, WV3 8DZ, UK  
Telephone: +44 (0) 1902 763 607  
Mobile: +44 (0) 7736 147507  
Fax/Ph: +44 (0) 1902 569133  
E-mail: [institute@hrodc.com](mailto:institute@hrodc.com)  
[reception@hrodc.com](mailto:reception@hrodc.com)  
Webs:(1) <http://www.hrodc.com>  
(2) <http://hrodc-business-products-and-services.com/>



## London Office

328 Linen Hall, 162-168 Regent Street,  
London. W1B 5TD, UK  
Telephone: +44 (0) 20 82657008  
Fax/Phone: +44 (0) 20 84809628  
Mobile: +44 (0) 7736 147507  
E-mail: [institute@hrodc.com](mailto:institute@hrodc.com)  
[reception@hrodc.com](mailto:reception@hrodc.com)  
Webs:(1) <http://www.hrodc.com>  
(2) [http://hrodc-business-products-and-services.com](http://hrodc-business-products-and-services.com/)

# HRODC Training Institute

Human Resource and Organisational Development Consultancy (HRODC) Ltd. Registered in England No. 6088763.

**Registered Office:** 122A Bhylls Lane, Castlecroft, Wolverhampton, West Midlands WV3 8DZ, UK - V.A.T. # 8958 765 38

**Prof. Dr. R. B. Crawford - Director - HRODC Training Institute**

PhD (London), MEd.M. (Bath), Adv. Dip. Ed. (Bristol), PGCIS (TVU), ITC (UWI), MAAM, MAOM, LESAN, MISGS. Visiting Prof. P.U.P.



HRODC Training Institute is registered with the UK Register of Learning Providers (UKRLP) Registration #10019585  
(<http://www.learning-directory.co.uk>) , with listing in Hot Courses (<http://www.hotcourses.com>).

# HRODC Training Institute

## Course or Seminar Discount Policy

HRODC Training Institute is pleased to offer 5 Types of Discounts for attendance at its Seminars or Courses. These Discount Types are:

1. Discount Type 1: Regular Individual Client Discount
2. Discount Type 2: Regular Company Client Discount
3. Discount Type 3: 'Early Bird' Booking and Payment Discount
4. Discount Type 4: Group Discount
5. Discount Type 5: Student Discount

### Discounted Fee-Payment Cut-Off Dates

In order for these Discounts to be honoured, we must receive payment from you by the date stipulated on your Invoice, under 'Payment Terms'. The cut-off dates for Discounted Fee Payments are:

1. **Discount Type 3A: 'Early Bird #1' =**  
80 days before the scheduled start of a UK Course, to which the discount should apply;
2. **Discount Type 3B: 'Early Bird #2' =**  
60 days before the scheduled start of a course, outside the UK, to which the discount should apply,
3. **Discount Types 1, 2, 4, 5 =**  
21 days before the scheduled start of any course to which the discount should apply.

Human Resource and Organisational Development Consultancy (HRODC) Ltd. Registered in England No. 6088763. P. 2/ 5  
Registered Office: 122A Bhylls Lane, Castlecroft, Wolverhampton, West Midlands WV3 8DZ, UK - V.A.T. # 8958 765 38

**Prof. Dr. R. B. Crawford - Director - HRODC Training Institute**  
PhD (London), MEd.M. (Bath), Adv. Dip. Ed. (Bristol), PGCIS (TVU), ITC (UWI), MAAM, MAOM, LESAN, MISGS. Visiting Prof. P.U.P.



**If we do not receive payments by these deadlines, then a Discount Reclaim Invoice will be issued to recover the discount that had been previously applied.**

## **Discount Type 1: Regular Individual Client Discount**

- 1.** 15% Discount is offered to any Delegate who previously attended another HRODC Course within 3 months of the one being booked. Payment must be received before the expiration of the 3-month period, in order for this commitment to be honoured;
- 2.** 10% Discount is offered to any Delegate who previously attended another HRODC Course within 6 months of the one being booked. Payment must be received before the expiration of the 6-month period, in order for this commitment to be honoured;
- 3.** 05% Discount is offered to any Delegate who previously attended another HRODC Course within 13 months of the one being booked. Payment must be received before the expiration of the 13-month period, in order for this commitment to be honoured;

---

Human Resource and Organisational Development Consultancy (HRODC) Ltd. Registered in England No. 6088763. P. 3 / 5  
**Registered Office:** 122A Bhylls Lane, Castlecroft, Wolverhampton, West Midlands WV3 8DZ, UK - V.A.T. # 8958 765 38

**Prof. Dr. R. B. Crawford - Director - HRODC Training Institute**

PhD (London), MEd.M. (Bath), Adv. Dip. Ed. (Bristol), PGCIS (TVU), ITC (UWI), MAAM, MAOM, LESAN, MISGS. Visiting Prof. P.U.P.



## Discount Type 2: Regular Company Client Discount

1. 15% Discount is offered for any booking made within 3 month of a previous delegate of the same company/ organisation attending any HRODC course;
2. 10% Discount is offered for any booking made within 6 month of a previous delegate of the same company/ organisation attending any HRODC course;
3. 05% Discount is offered for any booking made within 13 month of a previous delegate of the same company/ organisation attending any HRODC course;

## Discount Type 3: 'Early Bird' Booking and Payment Discount

An 'Early-Bird' Discount of 10% is offered for Advance Booking and Payment. The cut-off dates for booking and payment for this discount type are:

**1. Discount Type 3A: 'Early Bird #1' =  
80 days before the scheduled start of a UK Course, to  
which the discount should apply;**

**2. Discount Type 3B: 'Early Bird #2' =  
60 days before the scheduled start of a course,  
outside the UK, to which the discount should apply,**



### Discount Type 4: Group Discount

We regard 3 and more delegates as a group. We will offer a 10% discount on all group bookings – i.e. 3 or more people from the same organisation. They will still qualify for Type 3: Early Bird Discount.

### Discount Type 5: Student Discount

All students of any recognised Institutes, Colleges or Universities are entitled to a 15% discount. This discount can be combined with any other offer and should, where applicable, be applied after these offers.

### Exception Clauses:

1. Discount Types 1-3 cannot be combined but the best discount will be applied. Discount Types 1, 2 or 3 may, however, be combined with Discount Types 4 and, or, 5, where applicable.
2. Where payment is not received by the payment date stipulated on the invoice, the discount facility will be lost, for that particular booking and a **Discount Reclaim Invoice** will be issued to the client.

Yours sincerely,



Prof. Dr. Ronald B. Crawford -  
Chief Executive – HRODC Ltd.



Human Resource and Organisational Development Consultancy (HRODC) Ltd. Registered in England No. 6088763. P. 5/ 5  
**Registered Office:** 122A Bhylls Lane, Castlecroft, Wolverhampton, West Midlands WV3 8DZ, UK - V.A.T. # 8958 765 38

**Prof. Dr. R. B. Crawford - Director - HRODC Training Institute**

PhD (London), MEd.M. (Bath), Adv. Dip. Ed. (Bristol), PGCIS (TVU), ITC (UWI), MAAM, MAOM, LESAN, MISGS. Visiting Prof. P.U.P.



---

Human Resource and Organisational Development Consultancy (HRODC) Ltd. Registered in England No. 6088763. P. 6 / 5

**Registered Office:** 122A Bhylls Lane, Castlecroft, Wolverhampton, West Midlands WV3 8DZ, UK - V.A.T. # 8958 765 38

**Prof. Dr. R. B. Crawford - Director - HRODC Training Institute**

PhD (London), MEd.M. (Bath), Adv. Dip. Ed. (Bristol), PGCIS (TVU), ITC (UWI), MAAM, MAOM, LESAN, MISGS. Visiting Prof. P.U.P.



HRODC Training Institute is registered with the UK Register of Learning Providers (UKRLP) Registration #10019585 (<http://www.learning-directory.co.uk>), with listing in Hot Courses (<http://www.hotcourses.com>).