Welsh Zero Carbon Hwb e-learning platform terms and conditions:

- All e-learner details will be kept confidential, safe and secure at all times.
- Housing Professionals working in Wales for Welsh based companies are able to access the course modules for free for an initial period up to and including the first 200 registrations but thereafter will be subject to a registration fee of £20 per person.
- Anyone wishing to access the course modules outside of Wales will have to pay a registration fee of £20 and further fees of £30/per module. Module 1 is free to access and Modules 2-9 chargeable. All fees are plus VAT.
- We do share anonymised data with our funders and we are fully compliant with GDPR.
- By registering and enrolling on the Welsh Zero Carbon Hwb e-learning platform, you will receive information about further training, newsletters, events and activities being run by the Hwb.

For the individual learner:

- I confirm I am registering/enrolling for the e-learning platform on behalf of my company or organisation and not as an individual, with the exception of the individual member registrations.
- I will use the e-learning materials and resources for the benefit of my company or organisation and will not use if for other commercial purposes.
- I understand that all course module responses that I enter will be kept confidential by the Hwb.
- I understand that the e-learning modules are provided as advice and guidance and that I will use the advice provided at my own risk.
- I agree to not use the Welsh Zero Carbon Hwb logo/brand unless given express permission.
- I agree to not use, copy or disseminate the Welsh Zero Carbon Hwb e-learning module content unless given express permission.
- I understand that if I wish to unsubscribe from any future correspondence from the Hwb I can do so at any time by emailing <u>info@zerocarbonhwb.cymru</u>

By registering for the e-learning platform you will be deemed to have accepted the above terms and conditions.

How to enrol

Wales-based users:

- To gain access to the Welsh Zero Carbon Hwb e-learning platform, please contact <u>learning@zerocarbonhwb.cymru</u>
- When you contact us, please let us know:
 - Where you/your organisation is based.
 - How many users you would like access for (shared accounts are not permitted).
- Once agreed, we'll provide you with a code that you can give to your users. This code can be used X number of times (ie number of users agreed) and gives users access to all 9 modules on the platform.
- The modules are found in the Catalogue section. Simply select Enrol on the modules you are interested in. Enrolled modules will then appear in the Courses section.

Users outside Wales:

- To gain access to the Welsh Zero Carbon Hwb e-learning platform, please contact <u>learn@zerocarbonhwb.cymru</u>
- When you contact us, please let us know:
 - Where you/your organisation is based.
 - How many users you would like access for (shared accounts are not permitted).
 - Which modules you would like access to (Module 1 is available as standard).
- Once agreed, we'll provide you with a code that you can give to your users. This code can be used X number of times (ie number of users agreed) and gives users access to the platform and the modules you have purchased access to.
- The modules are found in the Catalogue section. Simply select Enrol on the modules you are interested in. Enrolled modules will then appear in the Courses section.