

QUALIFY Programme Agreement

[Inova Consultancy Ltd]

Our commitments

We agree to:

- ✓ Place you in the QUALIFY Training Programme
- ✓ Monitor your training path and ensure that you meet at least 4 times over a [select timeframe] month period
- ✓ Provide you with support during the QUALIFY Training Programme

Your commitments

You agree to:

- ✓ Attend and actively participate in all meetings
- ✓ Notify [Inova Consultancy Ltd] and your facilitator if you are unable to attend a meeting (at least 2 days in advance)
- ✓ Complete all necessary paperwork, and return to us: evaluation forms after each session

Confidentiality:

I agree that I will not disclose any confidential information that I may be privy to in the QUALIFY Training Programme to any outside party, without the prior consent of [Inova Consultancy Ltd] and group participants involved.

Copyright

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Please note, failing to comply with your commitments will be treated seriously by [Inova] who has the right to remove you from the programme as a result of non-compliance.

Other:

.....
.....

Name

Signature:

Date:

If you have any queries about this agreement please contact [insert name] on [insert number] or email [insert e-mail].

