### **Terms and Conditions**

Genashtim Pte Ltd is the <u>authorized distributor</u> for eCornell, Cornell University's online learning platform. All published eCornell courses and certificate programs are eligible for SkillsFuture Credit.

## **Learner Warranties**

The learner warrants that all information and documents supplied are accurate, authentic, and correct.

## **Course Requirements**

- The learner must be 18 years old to enroll for eCornell courses.
- The learner is advised to consult our Learning Consultant on the preferred eCornell course as some eCornell courses have prerequisites before enrolment.
- The learner should have adequate English written skills, both written and spoken, as the courses will require interaction among learners and with the instructor as well.

## **eCornell Courses & Certificates**

- Most eCornell courses run for 2 weeks except for some courses under certain competency domains, which run for 3 or 4 weeks.
- **eCornell Certificates** programs are valid for 2 years, the learner can complete within the recommended time or complete the certificate program within 2 years.
- Once the course period has ended, one additional week will be given to access the course content from the Canvas Dashboard. This will give an opportunity to download and save any files the learner wishes to keep, print the course content or do a final review of the course discussion boards, etc. Unless given time extension, the learner can no longer do any of the assignments, submission or interact with fellow learners and the facilitator during this period. After this, the course will be archived and can be found by clicking "Courses > All Courses" from the Canvas Dashboard.
- It is highly recommended that the learners read the newsletters that we send periodically to learn more about course promotions and new courses offered.

## **Certificate & Letter of Completion**

- A Cornell University certificate will be awarded to the learner upon completing all courses in his/her certificate.
- An electronic copy can be downloaded from his/her student account or have the option to purchase a printed or plaque version.
- The learner taking a course will receive a confirmation of completion letter, which can be downloaded through his/her student account.

## **Course Schedules**

- The learner is advised to choose a course schedule that will start at least 3 weeks in advance to have a better chance of reserving a seat.
- eCornell courses usually commence twice a month, every Wednesday, and are filled up very quickly.
- eCornell reserves the right to adjust the course start date if necessary.
- If the course start date is full, alternative schedules will be provided to the learner.

## **Registration, Enrolment & Postponement**

- The learner will fill up registration details and preferred course via <a href="https://genashtim.sg/ecornell/ssg/registration/">https://genashtim.sg/ecornell/ssg/registration/</a>.
- Enrolment will be confirmed by Genashtim upon completion of payment.
- Upon enrolment confirmation, learners will receive course-related emails such as start date reminders, progress reminders, and other course-related information.
- The learner can postpone the course start date with a written notice of minimum 48 hours before the course start date. Start date change notification can be made by emailing to <a href="mailto:ecornell-admin@genashtim.com">ecornell-admin@genashtim.com</a>

### **Course Fees**

- All prices that are advertised on our website and MySkillsFuture website are correct at the time of booking. Genashtim reserves the right and discretion to change the prices at any time.
- Please consult our Learning Consultant for up-to-date pricing and promotions.
- Course retake fee is US\$75 per retake.

#### **SkillsFuture Credit**

 Singaporeans aged 25 years and above can utilize their <u>SkillsFuture Credit</u> to enroll in any eCornell courses.

## **Extension & Refund**

- If the learner cannot complete the course within the stipulated end date, 1-2 days extension may be granted if a written request is submitted to the facilitator.
- Approval of extension is at the facilitator's sole discretion and will not be granted if the learner did not complete 50% of the course modules.
- Learners who have paid the full retail price for a certificate are allowed 30 days to change their minds for a full refund (less banking/transaction charges). If he/she has consumed one or more courses, these will be deducted from the payment made on the certificate at the retail per-course price. No refund will be given for individual course payments, special promotions, or discounts.
- In the event that the learner's preferred course date is full, the Learning Consultant will provide the learner with the next earliest and available course dates for enrollment.

## **Course Technical Requirement**

eCornell courses are designed to function using standards-compliant web browsers. These are the minimum supported system requirements:

## **Systems**

A computer capable of playing audio, running one of the following operating systems:

- Windows 7 and newer
- Mac OSX 10.6 and newer
- Linux chromeOS

A monitor with a resolution of at least 1024 by 768 pixels. Can I

use my iPad / iOS device for my eCornell training?

(The Canvas app is not supported, and not all elements of our courses are mobile-ready at this time)



### **Browsers**

Any of the following browsers with JavaScript enabled are supported:

- Chrome (2 most recent versions)
- Mozilla Firefox (2 most recent versions)
- Apple Safari (2 most recent versions)
- Edge 42 and 44 (Windows only)

Safari is not supported for courses containing programming environments.

# Plug-ins

• Adobe Reader 9+. If it's not already installed, you can download Adobe Reader for free.

## **Internet Connection**

A broadband Internet connection (cable modem, DSL, or LAN).