



## INDIAN ASSOCIATION OF EDUCATIONAL THERAPISTS

Registered Organization as per the Rights of Persons with Disabilities Act, 2016 (Act No.49 of 2016).  
REG. NO.182/2015, Registered Under the Tamil Nadu Societies Registration Act, 1975.  
(Tamil Nadu Act XXVII of 1975)

### **IAET ONLINE AND OFFLINE EDUCATIONAL THERAPY AND FIE PROGRAM**

#### **Terms and conditions:**

1. The personal information collected would be used for providing updates of IAET professional development programs and courses or therapy services. The personal information including the photograph and the feedback collected would be used in promoting the professional development programs, courses and therapy services of IAET in the website and social media.
2. Limited time slots/seats are available and admission is on a first come-first served basis.
3. The Educational therapy and FIE programs are offered both one to one and as group therapy also. The type of therapy one to one or group will be decided by the therapist or IAET only and not by the parents.
4. Any changes on therapy session/class time or leave for any reasons must be informed to the therapists or IAET by the parents 24 hours before or before 6.00 p.m. of the previous day. There will not be any compensation therapy sessions/classes for the unattended therapy sessions/classes if the clients/students take leave or absent for any reasons. Compensation therapy sessions/classes for the unattended therapy sessions/classes will be done if the therapists take leave or unable to provide scheduled sessions/classes for any reasons. Compensation therapy sessions/classes will not be taken for any classes or part of classes not done for any technical reasons or technical failure (Internet connectivity problem, or problem in internet speed) or power supply failure and other issues during online classes from the client/student's side.
5. Any compensation therapy sessions/classes must be attended/taken within the first week of the next month. There will not be any therapy sessions/classes on public holidays and there will not be any compensation therapy sessions/classes if the fixed therapy/class day is a public holiday.
6. IAET and the therapists reserve the right to cancel or postpone any therapy sessions/classes on the same day or previously for any unavoidable reasons.
7. The admission fee is ₹ 2,000/- INR (One time registration fee) and the minimum monthly therapy fee is ₹ 9,000/- INR. A non-refundable deposit amount (one month advance monthly therapy fee) ₹ 9,000/- or more (the monthly therapy fee fixed) is to be paid along with admission fee ₹ 2,000/- and first month therapy fee ₹ 9,000/- or more as the monthly therapy fee fixed at the time of taking admission before submitting the application form. The deposit amount ₹ 9,000/- or more as per the monthly therapy fee fixed will be adjusted with the last month monthly therapy fee at the time of discontinuation/termination of the therapy services if informed as mentioned below. All the fees mentioned in No.7 must be paid irrespective of the joining date.
8. The monthly therapy fee must be paid on or before 03<sup>rd</sup> day of every month. There will not be any therapy sessions/classes if the monthly therapy fee is not paid till 03<sup>rd</sup> day of the month.
9. The late fee of ₹ 1,000/- INR must be paid along with the monthly therapy fee if it is paid after 03<sup>rd</sup> but before 10<sup>th</sup> day of the month.
10. The monthly therapy fee will be fixed by the therapists or IAET at the time of admission based on the client/student's conditions and disability level but it will not be less than ₹ 9,000/- for any case.
11. The monthly therapy fee does not include the cost of teaching materials. The materials/instruments cost should be paid separately. The materials/instruments cost will be informed by the therapists or IAET as and when required depends on the client/student.

12. No Fee (admission fee, monthly therapy fee, late fee and material cost, etc.) shall be refunded or transferred or adjusted towards any other purpose or therapy/class or training fee under any circumstances including for the reasons that the clients/students unable to attend the therapy/class for any reason and/or change of time or date for any reason and/or as per the conditions mentioned in No.3, 4, 5, 6, 7 and 8.
13. Submission of Application Form, Supporting Documents (Fee payment proof (Admission fee, Deposit amount, and Monthly therapy fee), Passport size photograph, Identity proof, Address proof documents of the client/student and both the parents, Previous assessment and testing reports (Psychological/Psycho-educational, etc.) and Medical records) are mandatory to enroll in the therapy (FIE program or Educational Therapy) services. Supporting documents should be sent to [iaeteducationaltherapycentre@gmail.com](mailto:iaeteducationaltherapycentre@gmail.com).
14. Parents must be cooperative and willing to help the client/student and the therapists to do the homework/assignment.
15. The presence of parents or others within the therapy session room or classroom or in online sessions or classes will be decided by the therapists or IAET only. The parents or others cannot claim the right of their presence within the therapy session room or classroom or in the online sessions or classes.
16. Video recordings and photographs by the parents or others are not permitted in the therapy session room or classroom and in online sessions/classes.
17. Any recordings (audio and video) of the therapy sessions or classes of both online and offline will not be provided to the parents and others for any reasons.
18. Admission will be given only for them who are jointly (both the parents) willing to take the therapy services (FIE Program/Educational Therapy) and for the minimum period of three months (mandatory period).
19. The allotted time is subject to be changed according to the available time in any month by the therapists or IAET.
20. Admission will be valid for twelve months period only and after that the parents must apply for the new admission following the complete procedure and terms and conditions of admission.
21. Admission will be cancelled automatically without any notice or prior information to the parents if the client/student doesn't attend the therapy sessions/classes continuously for more than four weeks for any reasons. In this case the parent of the client/student has to take new admission with fresh application form and admission fee following the complete procedure and the terms and conditions of admission.
22. Admission will be cancelled automatically without any notice/prior information to the parents if the monthly therapy fee is not paid in any month as mentioned above.
23. Whenever the parents want to discontinue/terminate/withdraw from the therapy services (after the mandatory period of three months) both the parents should come in person and inform the same in written to the Therapists or IAET at least before two weeks of the monthly therapy fee payment date.
24. All the fees and the terms and conditions mentioned above are revisable in every six months or as and when required by the IAET.



**TECHNOLOGY REQUIREMENTS FOR ONLINE SESSIONS/CLASSES:** The parents are expected to have minimum knowledge in Computer application, Zoom meetings and LMS (Learning Management System). Throughout the therapy services period the parents must have a personal computer desktop or laptop, an email account, active WhatsApp number, Zoom Cloud Meetings account, high-speed internet access, and a functioning web browser for online works. The parents should make sure of their internet access and speed and availability of computer/laptop throughout the therapy services period. On failure of any technical requirements including the internet access or for any other personal reasons no extension of time or change of time will be given. The therapy works/activities cannot be done through mobile phones/smart phones. Video of the clients/students/parents should be on throughout the video meetings/therapy sessions/classes and it should not be off. The clients/students/parents should be in formal dress and the focus and frame of the video should be covering the clients/students/parents in a formal way only.

For Online Registration: **[www.iaet.org.in/online-et](http://www.iaet.org.in/online-et)**

To submit the online application form please don't use Mobile Phone and use computer/laptop only.

The supporting documents should be sent to **[iaeteducationaltherapycentre@gmail.com](mailto:iaeteducationaltherapycentre@gmail.com)**.

Contact details:

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