



BUSINESS  
ENVIRONMENT  
COUNCIL  
商界環保協會

BEC

Institute of Environmental Education  
環境教育學院

### **BEC IEE Standard Terms & Conditions**

1. Enrolment will only be processed and considered with a fully completed application form and the appropriate course fee.
2. Course fee paid by crossed cheque should be made payable to “Business Environment Council Limited”.
3. If there is a course quota, enrolment will be accepted on a first come, first served basis.
4. Successful applicants will be notified at least 5 working days before the commencement of the course.
5. Course fee paid is non-refundable, except under special circumstances as listed below:
  - a. Course cancellation due to the hoisting of typhoon signal no.8 or above, or black rainstorm warning 3 hours before the commencement of the course.
  - b. Course cancellation due to insufficient enrolment.
  - c. Unsuccessful application due to full enrolment.
6. Business Environment Council Limited (“BEC”) reserves the right to cancel any course or reject any enrolment at its sole discretion, and BEC’s decision will be final.
7. Personal data including contact information will be used by BEC for its communications and direct marketing purposes, including distribution of newsletters and promotions of events, training courses and other activities. If you do not wish to receive any promotional materials from BEC, please send an email to [unsubscribe@bec.org.hk](mailto:unsubscribe@bec.org.hk)
8. Information provided will be kept strictly confidential and will not be sold, reused, rented, loaned, or otherwise disclosed to third parties.