



## **Student Enrolment & Admissions Policy**

### **1. Purpose**

At DermEd, our goal is to provide you—the future leaders in aesthetic and laser treatments—with the highest standard of education and hands-on training. Our courses are designed to enhance your clinical skills, grow your confidence, and equip you with the tools to deliver safe, effective treatments in your professional practice.

We are committed to ensuring that you leave our courses with both theoretical knowledge and practical experience that align with the current trends and industry demands. However, as a professional, you bear the ultimate responsibility for how you apply this training in your own clinic. To protect both you and DermEd, we have clear terms in place regarding liability, so you can feel confident in your learning journey while understanding your independent responsibilities as a practitioner.

This policy outlines how to enrol, what you can expect during your training, and the legal waivers that ensure transparency and mutual trust as you take the next step towards advancing your skills and career.

### **2. Scope**

This policy applies to all prospective and enrolled students at DermEd Institute, including:

- Doctors
- Aesthetic practitioners
- Nurses and dermal therapists
- Clinic owners

It covers all aspects of the enrolment process, course participation, and post-completion responsibilities.

---

### 3. Eligibility Requirements

To enrol in any DermEd course, you must:

- Hold a relevant qualification in medicine, nursing, dermal therapy, or a related aesthetic field.
  - Hold the required laser licenses (if applicable) to practice in your professional jurisdiction. If you do not, you may still participate in the practical training but in an observership capacity only.
  - Demonstrate prior clinical experience where required (specific to advanced courses).
  - Provide proof of relevant insurances (e.g., medical indemnity or professional liability insurance).
  - Commit to adhering to professional codes of conduct and safety protocols as outlined during the course.
- 

### 4. Application and Enrolment Process

#### Application Submission

- Complete the online application form with accurate and up-to-date details.
- Include required documentation:
  - Copies of Laser licenses/qualifications
  - APRHA Number
  - Is there a number for nurses?
  - Proof of professional liability insurance?

#### Step 2: Review

- DermEd reserves the right to request further information or clarification before confirming enrolment.

#### Step 3: Confirmation

- Upon payment, students will successfully be enrolled into their course, prior to completing practical training, students will receive a confirmation of practical enrolment and further details.
-

## 5. Code of Conduct

To maintain a professional, respectful, and safe learning environment, students are expected to:

- Treat all staff, trainers, and fellow students with respect.
- Attend all scheduled sessions and actively participate in hands-on training.
- Follow safety protocols and guidelines during practical sessions.
- Maintain confidentiality when discussing case studies or patient models.

Failure to adhere to this Code of Conduct may result in student removal from the course.

---

## 6. Legal Waiver and Professional Responsibility

While DermEd Institute provides the highest standard of education and training, it is important to note the following:

- **Independent Professional Responsibility:** Upon completion of the course, you are solely responsible for how you apply the training and techniques in your clinic or practice.
- **No Liability for Adverse Reactions:** DermEd cannot be held liable for any adverse reactions or complications experienced by your patients post-course.
- **Application of Knowledge:** It is your responsibility to assess each patient, select appropriate treatments, and adjust device settings based on your independent clinical judgement and patient suitability.
- **Course Content Limitations:** The training provides guidance based on best practices and current standards; however, it is not a substitute for independent clinical experience or professional decision-making.

### Acknowledgement

By enrolling in a DermEd course, you acknowledge that:

1. You have read and understood the course materials and guidelines.
2. You will apply the training responsibly within your professional practice.
3. DermEd is not responsible for any claims, damages, or legal outcomes resulting from your independent application of course content.

All students must sign a **Legal Waiver and Disclaimer** upon enrolment.

---

## 7. Refund and Cancellation Policy

- **Deposits:** All deposits are non-refundable unless DermEd cancels the course.
  - **Cancellations:** Students who cancel more than 14 days before the course start date may receive a partial refund (excluding the deposit). Cancellations within 14 days of the start date are not eligible for a refund.
  - **Course Rescheduling by Students:** DermEd may allow students to reschedule to a future course date at its discretion. Requests must be made in writing and may incur an administrative fee.
  - **Course Rescheduling or Cancellation:**  
DermEd reserves the right to cancel or reschedule a course if minimum student enrolment numbers are not met. This ensures the quality and effectiveness of the training experience for all participants. In such cases:
    - Students will be notified as soon as possible.
    - If a course is cancelled, students will be offered the option to transfer to a future course date or receive a full refund of any fees paid.
    - DermEd is not liable for any personal costs incurred (e.g., travel or accommodation) as a result of course rescheduling or cancellation.
- 

## 8. Attendance and Certification Requirements

To receive a Certificate of Completion:

- Students must attend all course modules and practical training.
  - Full participation in hands-on assessments is mandatory.
  - Students must demonstrate competency in both theoretical knowledge and practical application.
- 

## 9. Health and Safety

DermEd is committed to ensuring a safe and professional learning environment. Students are required to:

- Follow all safety instructions during practical training.
  - Use personal protective equipment (PPE) where required.
  - Disclose any pre-existing health conditions that may impact their ability to participate in training.
-

## 10. Confidentiality

- Patient models used during the course are to be treated with the utmost confidentiality.
  - No photos, videos, or case study details are to be shared without DermEd's prior approval.
- 

## 11. Complaints and Feedback

DermEd values student feedback and is committed to addressing any concerns promptly and fairly.

- All complaints or feedback can be submitted via email to **admin@dermed.edu.au**.
  - Complaints will be reviewed, and a response will be provided within 7 business days.
- 

## 12. Policy Review

This policy will be reviewed annually to ensure it remains current and aligned with industry standards.

---

## 13. Student Support

Our 12-month clinical support programme is designed to provide you with ongoing guidance and expert insights as you integrate your new skills into your practice. Here's what you can expect:

- **Weekly Online Forum:** Participate in dynamic discussions on essential and relevant topics for clinics, guided by our expert education team.
- **Email Support:** Send us your queries, and our team will respond promptly within 24 hours.
- **Urgent Assistance:** For critical support, you can contact our expert education team via phone. Calls will be charged at \$300 per 15 minutes to ensure personalised and professional assistance.

Please note, while we do not provide specific patient settings, we offer general guidance to help you optimise treatment outcomes.

---

## 14. Acknowledgement and Agreement

By enrolling in a DermEd course, you confirm that you have read, understood, and agree to this **Student Application and Enrolment Policy**.