

## Learner Accord

Dear Student,

Asian College of Teachers aims to foster a positive learning environment and provide a high-quality educational experience. Your experience matters to us and our emphasis is on student engagement and maintaining exemplary relationship with our students.

We, at Asian College of Teachers (ACT), strive towards continuous improvement to student experience and expect our students to maintain satisfactory standards of conduct.

ACT students are required to conform to the following regulations: -

- You must agree to 100% attendance. Absences may be made up at the discretion of Asian College of Teachers' Lead Trainer.
- You will be required to do an extra assignment if you miss 2 classes. In order to be certified, you will be required to attend all the live online sessions and complete all the assignments. In case you miss any live session, you will have to inform the trainer prior to the session and send a mail to the coordinator stating the reason of your absence. The trainer will decide whether you will be required to attend the missed session later or will have to submit an extra assignment.
- All students are required to prepare a Microteaching video at the end of the course and send it via We Transfer to your course coordinator.
- The trainer will not take any decision regarding certification and will be sending the report to the Academic Headquarter. The Academic Headquarter will decide about the issuance of Certificate.
- All students are required to be punctual for every class, and for any such mandatory meetings that relate to your class work, that may not occur during the designated class time or as informed by the trainer. You are requested to join the class 5 minutes before the class timing so that the trainer can start the class on time.
- Tardiness will be grounds for dismissal from the course.

- You must submit the attendance sheet as per the instructions mentioned there.
- You are also required to keep your camera ON during the classes for better learning experience. If you are unable to do so due to technical snag, it must be immediately informed to the trainer.
- Video recording during teaching sessions especially during the lesson demo and long input sessions is not permitted. Anyone found video recording without proper consent will be asked to leave immediately and the respective footage may be confiscated. We expect our candidates to abide by the rules and protect the confidentiality of our programs.
- A WhatsApp group is formed for each batch where you can share your queries related to the course in the group. Queries should not be sent to the trainer's personal WhatsApp account.
- Disruptive behavior or negative behaviour that is not in accordance with the ACT protocol, will be grounds for dismissal from the course without recourse thereof.
- You may be participating from the comfort of your home but must dress in semi-formal attire for the live online classes.
- You must complete and submit all your course assignments as per the instruction of the trainer. Failing to submit the assignments within the stipulated time will affect your certification.
- You must participate in all live online classes and complete successfully all the components of the course within the final date of the course in order to be eligible to receive Asian College of Teachers' certification.

In case of specially-abled students we ask their family members to help with the study as we do not have direct contacts or physical interactions with the students pursuing online/live online courses. We, at ACT, are focused on enhancing the student experience and promise to provide you a great learning journey right through to certification.



We, hereby, request you to acknowledge the document.

Warmly,

Team ACT

Name:

Address:

Course Date:

Location: