



Thank you for your interest in the TUCO E-Learning platform. These modules are provided by Upskill People and endorsed by People 1st and the Institute of Hospitality.

### Institution Details:

Institution Name:	
Package/s you would like to purchase and number of users (2, 20 or 40):	
Purchase Order Number:	

### E-Learning Leader:

This person will have access to the progress learners are making and be able to record it in their own filing systems.

Name:	
Contact Mobile Number:	

### What's Next?

Upon completion of this order form, your account will be created and log in details for your team will be sent to you. You will then be ready to complete the courses at your own convenience. Each user will have an individual account with log-in details, and the lead user will be able to monitor development with access to progress reports.

### Terms and Conditions:

Please note that there is a no-refund cancellation policy for the online courses once the order form has been completed and the account created.

For full terms and conditions, please refer to Upskill People's [Licensed User Agreement](#) and [Terms and Conditions](#). These are provided by Upskill People, and concern all E-Packages purchased through TUCO.

It is the responsibility of the lead delegate to monitor the progress of delegates on the E-Learning platform. If you encounter any problems with the E-learning platform, please contact Upskill People.

**By signing this form, I confirm that I have read and agreed to the terms and conditions.**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# E-Learning Package Order Form

	First Name	Surname	Payroll Number	Start Date	E-Learning Package Title	Department (E.G. Shop/ Bar Name)	Reporting Access Required?	Staff or Manager
0	<i>e.g. John</i>	<i>Smith</i>	<i>115432</i>	<i>01.05.18</i>	<i>Compliance Essentials</i>	<i>TUACO Café</i>	<i>No</i>	<i>Staff</i>
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