



TRAINING ATTENDANCE POLICY

By booking any of the AJS Training modules, you confirm your commitment to attend. Please note that **non-attendance** may incur penalties, which will be charged to the **holder of the Service Agreement**.

Training sessions will commence **promptly at the scheduled time**. Participants who log in more than **5 minutes late** will be unable to join the session and will be required to **reschedule for a later date**.

It is the participant's responsibility to **log in ahead of the scheduled start time** to test the meeting link, audio, and visual settings, ensuring they are fully prepared when the session begins.