



# *International Federation of Aromatherapists*

## **TERMS OF USE OF SYLLABI**

### **1. INTRODUCTION**

The IFA provide Approved Centres with use of its syllabus to teach an IFA Qualification and the subsequent production of directly related teaching and learning materials. The Centre purchases each IFA syllabus as a single product only once it has met the [Approval Criteria](#) to teach that specific IFA Qualification. The teaching and learning criteria vary between one IFA Qualification and another, therefore, verification of the Centre's ability to appropriately deliver other syllabi remains a prerequisite of approval.

### **2. SYLLABI**

The IFA provide three syllabuses (collectively coined syllabi):

- The Professional Aromatherapy Diploma (PAD) Syllabus
- The Professional Essential Oil Therapy Diploma (PEOT) Syllabus
- The AromaCare Carers Manual

### **3. AVAILABLE LANGUAGES**

The IFA syllabi are currently provided in five (5) languages)

- English
- Spanish
- Japanese
- Chinese Simplified
- Chinese Traditional

### **4. INTELLECTUAL PROPERTY**

The IFA syllabi is the intellectual property of the IFA and can only be provided and reproduced by the IFA.

- a) The Centre will ensure the syllabi are not copied or reproduced, scanned or saved on any electronic device.
- b) The Centre will ensure the IFA syllabi do not appear in part or full in the public domain, nor distributed or copied in part or full or by any other means or in any other way.
- c) If the syllabus is not available in a Centre's local language and it wishes to translate the syllabus in part or full, this is not permitted without express permission of the IFA and only if the Centre enters into a contract with the IFA (excluding any rights the Centre may claim to the IFA's intellectual property rights).
- d) The Centre will take all reasonable steps to prevent infringement of the IFA syllabi, which includes all members of staff, other dependents and by third parties. Please note: Unauthorised use of any of the IFA syllabi is an infringement of the Copyright, Design and Patents Act 1988. Please be aware that the Act provides for strict liability, meaning that the Centre owner as the contract signatory can be found liable regardless of their level of knowledge of the infringement or their intent.



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## **5. TERMS OF USE**

Approved Centres may use the IFA syllabi of the IFA Qualification they are approved to teach, provided;

- a) The user is a registered Approved Centre with the IFA.
- b) The Centre has paid all relevant fees associated with registration and annual re-registration.
- c) Teachers or any other person engaged by the Centre to deliver all of, or part of, the IFA syllabi are registered with the IFA as a teacher prior to delivering all or part of the syllabi curriculum. Additional copies of the syllabi will be purchased by the Centre from the IFA for additional teachers when they register. The Centre is responsible for ensuring that all teaching staff have access to the relevant IFA syllabi.
- d) Its sole purpose of use is to deliver an IFA Qualification(s).

For the avoidance of doubt this means that no part of any of the IFA syllabi may be used to teach parts of other courses, which breaches copyright.

- e) Use of the syllabi is limited to the approved and inspected venue. Permission of use does not extend to any other premises owned or used by the Centre or its employees, which will be registered separately using the additional site application form.
- f) The Centre owner will indemnify the IFA against any claim, loss, damage, proceedings, costs or expenses arising directly or indirectly from revoking use of one or all IFA syllabi if the terms of use are breached by the Centre.
- g) The Centre will purchase an AromaCare Carer Manual for each learner at the time of registering learners with the IFA. Please note this does not constitute a 'license of use' as applied to Centres. The AromaCare Carer Manual also supports the structured learning process during training in a way similar to any other educational textbook.