



International Federation of Aromatherapists

ASSOCIATE CENTRE TERMS AND CONDITIONS

- 1) Applications for Centre Approval shall be treated as an offer to enter into an agreement with the IFA, but shall not be binding on the IFA. This agreement comes into effect from the commencement date of approval, confirmed in writing by the IFA and is enforceable until the Centre ceases to be approved or is terminated earlier in accordance with these terms.
- 2) IFA Associate Centre Approval is based on prior approval and regulation by another Examining Body assessed as meeting a level 3 standard in aromatherapy. IFA Associate Centre Approval status does not imply the course you deliver is an IFA level 3 course (which the IFA do not offer) but as a Centre that the IFA acknowledge that on completion their graduates can join the IFA as Associate Members. Any complaints raised regarding associate centres will be referred back to their original regulator.
- 3) It is compulsory that the Associate Centre register six (6) postgraduate aromatherapists as IFA Associate Members (level 3) per year, which is £60.00 per associate member per year. These terms must be met to hold IFA Associate Centre Status and in order to be eligible to join and renew.
- 4) The Centre must ensure its principal tutor is registered with the IFA as an Associate Member throughout its approval term and thereby bound by the IFA's Member Terms and Conditions.
- 5) The Centre must have appropriate insurance in place to cover all aspects of training.
- 6) The IFA will not register Centres who are connected with, either directly or indirectly, companies/organisations that promote the use of essential oils via ingestion or neat dermal application. The IFA cannot be associated in any way with any company, organisation or technique that advocates the use of essential oils in this way.
- 7) The Centre will inform the IFA immediately if any details on their application form changes.
- 8) The Centre will inform the IFA immediately if any sanctions are applied by their regulator and/or recommendations given.
- 9) The Centre will ensure that any and all marketing relating to IFA approved status for associate centres is legal, accurate and honest.
- 10) The Centre will ensure that the IFA Associate Centre logo is only applied to marketing/web pages relating to the IFA approved course only.
- 11) The Centre will ensure that the IFA Associate School Logo and Status is only be applied to the school registered with the IFA. If the Centre operates from different branches you will need to register these different outlets with the IFA separately.
- 12) The Centre must make any amendments to promotional material of associate approved status if requested to by the IFA.
- 13) The Centre must pay any applicable fee(s) and renewal fee(s) thirty (30) days prior to the due date.



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- 14) The Centre's approved status may be withdrawn if any of these terms and conditions are not met.
- 15) Any required approval and renewal fee(s) are non-refundable under any circumstance.
- 16) The Centre will remove all reference to IFA approved status from all documents and web pages, if the Centre withdraws from approval or does not choose to renew their approved status and return the Associate Centre certificate within 30 days.