

## TRAINING COURSE/QUALIFICATION AGREEMENT

In line with the Company's commitment to training and development for its employees, it has been mutually agreed that the following training course/qualification should be undertaken:

.....

to commence on: .....

for a duration of: ..... weeks/months/years.  
(delete as applicable)

Signed: .....  
(Line Manager)

Print Name: .....

Date: .....

The Company agrees to pay for the training course/qualification subject to the employee's agreement to sign the following declaration:

'I understand that the Company reserves the right to clawback the full cost for the qualification/course, should my contract of employment be terminated, by either party, other than for redundancy purposes, either while undertaking the qualification/course, or within 2 years of completing, the qualification/course. Should such a payment become necessary the funds will be deducted from my final salary, including any holiday pay. If insufficient funds are available a payment will be made by me within 30 days of giving notice.'

Signed: .....

Print Name: .....

Date: .....