

**LICOM TRAINING
COURSE FEE STRUCTURE
2008**

Training Course Fees 2008

Scheduled Courses held at Coventry.

All Scheduled AlphaCAM Training Courses are charged at the same rate per day.

AlphaCAM training courses are run in our purpose built training rooms at Coventry enabling the attendee to take full advantage of the learning environment and absorb as much information as possible.

Courses run from 9:15 to 16:00 with lunch being provided between 12:30 and 1:00. Refreshments are also provided.

Our trainers are fully qualified engineers with over 30 years shop floor experience. In addition they also hold C & G 730 / 7407 Training qualifications and have over 15 years CAD/CAM and teaching experience.

For NON members of the Support and Maintenance Plan (SMP)

- First attendee £660 per day:
- Second and subsequent attendees £330 per person per day attending the same course
- Typical Standard Course 3 Days Duration 1st attendee £1980 2nd attendee £990

For members of the Support and Maintenance Plan (SMP)

- First attendee £378 per day:
- Second and subsequent attendees £189 per person per day attending the same course
- Typical Standard Course 3 Days Duration 1st attendee £1134 2nd attendee £567

Members of the Support and Maintenance Plan benefit from a **43% saving** in training fees.

Second attendee on a training course attracts a **50% saving** in training fees.

All training fees must be paid 14 days prior to the course start date.

Cancellation

Licom reserve the right to apply cancellation charges if written notification is not received in accordance with the schedule below:

14 days prior to the course start date	No Charge
Between 14 and 3 days prior to the course start date	25% of course fees
Less than 3 days prior to the course start date	100% of course fees.

Training Course Fees 2008

Onsite or Single Company Training Courses

Daily Fees:

SMP	Course fees are £980 per day for up to 6 people.
NON SMP	Course fees are £1560 per day for up to 6 people.
On site for up to 6 people.	At Coventry for up to 6 people.

Requirements

- 1 Provisions provided by the customer :
 - A separate training room giving a quiet environment without interruptions.
 - A Windows 2000/XP/Vista computer with the software loaded for each trainee.
 - Coffee/Tea for breaks and lunch to be provided by customer for the Trainer.
 - Projector and screen where applicable.
- 2 Provisions provided by the trainer:
 - A Count Down Key for each computer for the course duration.
 - Training Documentation (where applicable) for each trainee.
 - Training from 9:15 to 4:00 with half an hour for lunch.
 - Other training times are available with prior agreement.
 - Training Aids as applicable
- 3 Mileage:
 - Calculate the mileage via www.theaa.com
 - Print off the summary to be sent with the invoice.
 - Mileage will be invoiced @ £0.42 per mile.
 - Or travel costs as applicable (air fares), receipt will be provided on request.
- 4 Over night stops:
 - If it is not provided by the customer, accommodation and subsistence will be charged @ £85 per night.

All training fees, accommodation and travel must be paid 14 days prior to the course start date. Any additional unforeseen expenses will be invoiced after the course.

Grants

Grants are available from both Local Government and the EU for training and re-training of staff. Contact your local Training and Enterprise Council, Department of Employment or Chamber of Commerce, to find out what is available in your area.