**1. Detailed description of goods and/or services**Die Afrikaanse Protestantse Akademie is a business in the higher education industry that offers degree programmes and short courses.

# 2. Delivery policy

Subject to availability and receipt of payment, requests will be processed within 7 days and delivery confirmed by way of e-mail.

#### 3. Export restriction (Optional)

The offering on this website is available to South African clients only.

#### 4. Return and Refunds policy

The provision of goods and services by Die Afrikaanse Protestantse Akademie is subject to availability. In cases of unavailability, Die Afrikaanse Protestantse Akademie will refund the client in full within 30 days. Cancellation of orders by the client will attract a R300 administration fee

# 5. Customer Privacy policy

Die Afrikaanse Protestantse Akademie shall take all reasonable steps to protect the personal information of users. For the purpose of this clause, "personal information" shall be defined as detailed in the Promotion of Access to Information Act 2 of 2000 (PAIA). The PAIA may be downloaded from:

http://www.polity.org.za/attachment.php?aa\_id=3569.

## 6. Payment options accepted

Payment may be made via Visa and MasterCard or Zapper.

### 7. Card acquiring and security

Card transactions will be acquired for Die Afrikaanse Protestantse Akademie via PayGate (Pty) Ltd who are the approved payment gateway for all South African Acquiring Banks. PayGate uses the strictest form of encryption, namely Secure Socket Layer 3 (SSL3) and no Card details are stored on the website. Users may go to www.paygate.co.za to view their security certificate and security policy.

## 8. Customer details separate from card details

Customer details will be stored by Die Afrikaanse Protestantse Akademie) separately from card details which are entered by the client on PayGate's secure site. For more detail on PayGate refer to <a href="https://www.paygate.co.za">www.paygate.co.za</a>.

#### 9. Merchant Outlet country and transaction currency

The merchant outlet country at the time of presenting payment options to the cardholder is South Africa. Transaction currency is South African Rand (ZAR).

# 10. Responsibility

Die Afrikaanse Protestantse Akademie takes responsibility for all aspects relating to the transaction including sale of goods and services sold on this website, customer service and support, dispute resolution and delivery of goods.

### 11. Country of domicile

This website is governed by the laws of South Africa and Die Afrikaanse Protestantse Akademie chooses as its domicilium citandi et executandi for all purposes under this agreement, whether in respect of court process, notice, or other documents or communication of whatsoever nature.

### 12. Variation

Die Afrikaanse Protestantse Akademie may, in its sole discretion, change this agreement or any part thereof at any time without notice.

# 13. Company information

This website is run by Die Afrikaanse Protestantse Akademie based in South Africa trading as AP Akademie and with registration number 2002/031756/08 and the following directors: proff. GDS Smit, JAE Adendorff, SD Nel, A Swanepoel.

## 14. Die Afrikaanse Protestantse Akademie contact details

Die Afrikaanse Protestantse Akademie

430 Farenden street, Clydesdale, Pretoria, South Africa, 0002 Email: <a href="mailto:lnfo@apa.ac.za">lnfo@apa.ac.za</a> Telephone: 0123443960