

GENERAL TERMS OF REGISTRATION AND PARTICIPATION

1. Purpose

These terms govern registration, payments, and participation in the program *Transfer-Based Psychotherapy Applied to Medical Contexts*, delivered by Centro TFP Aplicada.

2. Duration and format

The program will be delivered online via the Zoom platform. It will consist of a total of seven modules, held on one or two Saturdays per month between August and December (inclusive) of the current year. The modules will take place synchronously between 9:30 a.m. and 1:00/1:30 p.m. (Chile continental time). The links to join each session, as well as the specific dates, will be communicated in due course to each participant by email.

3. Registration

Applications for the program must be submitted via email to centrotfpaplicada@gmail.com and/or through the website. Registration is formalized through payment of the fee once the spot has been confirmed. Places are limited and are awarded in order of registration and payment.

4. Payments and payment methods

Payment must be made by bank transfer or through a Transbank payment link (duly provided). Failure to pay within the agreed deadlines will result in the loss of the place and/or suspension of participation until the situation is regularized.

Failure to pay three installments, whether consecutive or alternating, without prior communication and an agreement with the center, will result in the cancellation of the student's registration, and the student will no longer be able to attend the course. In such a case, no refund will be made, and any outstanding installments will remain due and payable.

5. Cancellation and refund policy

Cancellation by the student:

If cancellation is made within 10 days after payment has been completed, a full refund will be issued. If cancellation occurs after that period (and before the course has begun), 30% of the amount paid will be refunded.

Once the program has started, no refund will be available.

In cases of force majeure (serious illness, family problems, or other relevant unforeseen circumstances), the student may contact the center's administration to evaluate alternatives or modifications to the payment plan. Supporting documentation deemed necessary may be required. The decision will be made by the responsible committee, which reserves the right to resolve the matter.

Cancellation by the center:

If the program is canceled by the center for organizational reasons, a full refund of the amounts paid will be offered, or the option to transfer to another course or supervision.

6. Attendance, make-up sessions, and certification

The issuance of an attendance certificate is subject to a minimum attendance rate of 80%.

Given the synchronous and individualized nature of the supervision space, there will be no make-up sessions unless the organization deems it appropriate during the year.

7. Materials, rights, and intellectual property

Use of recordings, photographs, or course materials by students will require prior authorization from the center and, where applicable, from the instructors and participants.

The student authorizes the center to capture and use photographs, statements, and/or audiovisual recordings made during classes for publication on social media and for digital communication and marketing purposes, in any of its formats.

8. Confidentiality and data protection

Participants agree to respect the confidentiality of clinical cases, personal data, and any sensitive information shared during classes or practical activities.

The center will process personal data in accordance with the applicable data protection regulations and in compliance with the Chilean Patient Rights and Duties Law (Law 20,584) in force in Chile, as well as any other currently applicable legal provisions related to data protection.

It is prohibited to share identifiable information about patients or third parties outside the course without their prior written consent.

9. Responsibility

Each participant is responsible for their conduct and for complying with the center's rules, as well as with the current regulations mentioned in the previous section.

The student agrees not to record, copy, distribute, or disclose the course content in any format or medium without the center's express authorization.

10. Modification or suspension of activities

The center reserves the right to modify the program, schedules, instructors, or classrooms for organizational reasons, ensuring prior communication whenever possible and reasonable alternatives for enrolled participants.

In cases of force majeure (pandemic, disaster, legal provisions, etc.), the center may temporarily suspend activities and offer alternative formats or rescheduling.

11. Minimum quorum requirement

The course is subject to a minimum quorum of participants. If such quorum is not reached, the center may suspend or cancel the program, informing enrolled participants in a timely manner and offering a full refund of the amounts paid.

If you want, I can also turn this into a polished Word-style English legal document with more formal contract wording and consistent formatting.