



LINUX TRAINING PROGRAM TERMS AND CONDITIONS

TERMS OF ENROLLMENT

Effective Date: October 2025

Provider: La Compte

Registration No.: 4682120

PSEB Registration: Z-25-11315/24

Registered Under: Partnership Act 1932

1. PROGRAM DESCRIPTION

1.1 Program Name

Linux System Administration Training Certificate Program

1.2 Duration

Three (3) months of structured in-person training

1.3 Program Type

TRAINING CERTIFICATE PROGRAM

This is NOT an accredited certification examination. Upon completion, students receive a training certificate from La Compte confirming participation and skill development.

1.4 Training Delivery

- **Format:** In-person classroom instruction
 - **Location:** Shop No. 19, First Floor Zaman Plaza, Westridge-1, Rawalpindi
 - **Instructor:** Shehroze Ameen, Founder and Chief Operating Officer La Compte (Two years technical Linux expertise with regular usage of Linux based Zorin OS, Ubuntu, MX Linux and Mint)
 - **Lab Access:** Dedicated Linux hardware laboratory with individual workstations
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2. SCOPE OF TRAINING

2.1 Core Curriculum Modules

Module 1: Linux Fundamentals

- Operating system architecture and file system hierarchy
- Command-line interface proficiency
- Package management and software installation



- User and permission management

Module 2: System Administration

- System startup, initialization, and service management
- Process monitoring and resource management
- Network configuration and troubleshooting
- System security and hardening practices

Module 3: Virtualization

- Virtual machine concepts and implementation
- Virtualization platforms (VirtualBox, KVM basics)
- Virtual networking and storage configuration
- Practical virtualization scenarios

Module 4: Data Recovery and Backup

- Backup strategies and best practices
- Data recovery techniques and tools
- Disaster recovery planning
- Automated backup implementation

Module 5: Linux Implementation Basics

- System deployment methodologies
- Hardware compatibility and driver management
- Dual-boot and migration strategies
- Production environment considerations

2.2 Learning Outcomes

By program completion, students will be able to:

- Install, configure, and maintain Linux systems
- Perform routine system administration tasks
- Implement virtualization solutions
- Execute data backup and recovery procedures
- Troubleshoot common Linux system issues

2.3 Hands-On Laboratory Access

Students receive supervised access to:

- Dedicated Linux workstations (individual hardware, not shared virtual environments)
- Practice servers for administrative tasks
- Networking equipment for configuration exercises
- Data recovery and backup infrastructure

3. INTERNATIONAL CERTIFICATION GUIDANCE

3.1 Preparation Support (NOT Guarantee)

La Compte provides **guidance and preparation support** for the following international Linux



certifications:

- Linux Professional Institute Certification Level 1 (LPIC-1)
- CompTIA Linux+
- Linux Foundation Certified System Administrator (LFCS)

3.2 Important Disclaimers

La Compte does NOT:

- Guarantee certification exam success
- Include certification exam fees in the training program fee
- Administer or proctor certification examinations
- Provide certification vouchers as part of this program

Students are responsible for:

- Independent registration with certification bodies (LPI, CompTIA, Linux Foundation)
- Payment of all certification examination fees
- Scheduling and attending certification exams at authorized testing centers

3.3 Certification Exam Costs (Reference Only)

These costs are **NOT included** in the training fee:

- LPIC-1 (101-500 + 102-500): Approximately USD \$400 (PKR 112,000)
- CompTIA Linux+: Approximately USD \$358 (PKR 100,000)
- LFCS: Approximately USD \$395 (PKR 111,000)

Exchange rates and exam fees subject to change by certification bodies

4. FEE STRUCTURE

4.1 Total Program Fee

PKR 25,000 (Pakistani Rupees Twenty-Five Thousand Only)

4.2 Fee Breakdown

Component	Amount
Training Fee	PKR 22,500
Processing Fee	PKR 2,500
Total	PKR 25,000

4.3 Processing Fee Coverage

The non-refundable processing fee of PKR 2,500 covers:

- Enrollment processing and documentation
- Batch allocation and scheduling coordination
- Curriculum customization for student cohort
- Laboratory setup and equipment configuration



- Administrative overhead

4.4 Payment Terms

- **Full payment required** before course commencement
- Payment methods: Bank transfer, cash deposit, or online payment
- Payment receipt will be issued upon confirmation
- No installment payment plans available

4.5 What Is Included

The training fee covers:

- Three months of classroom instruction
- Unlimited laboratory access during training hours
- Training materials and reference documentation
- Hands-on exercises and practical assignments
- Training certificate upon successful completion
- Post-training email support for 30 days

4.6 What Is NOT Included

- Certification examination fees
- Personal laptop or equipment (lab equipment provided)
- Transportation or accommodation
- Textbooks or commercial study guides (optional purchases)
- Meals or refreshments

5. REFUND POLICY

5.1 Refund Schedule

Withdrawal Timeline	Refund Amount	La Compte Retains
Before course commencement	PKR 22,500 (90%)	PKR 2,500 (Processing fee)
Week 1 of training	PKR 18,750 (75% of training fee)	PKR 6,250
Weeks 2-4 of training	PKR 12,500 (50% of training fee)	PKR 12,500
After Week 4	No refund	PKR 25,000 (100%)

5.2 Refund Justification

Processing Fee (PKR 2,500): Non-refundable in all cases due to administrative costs already incurred.

Week 1 (25% retention): Partial service delivery; batch allocation finalized; alternative student could not be enrolled in time.

Weeks 2-4 (50% retention): Substantial curriculum delivery; instructor time allocated;



laboratory resources committed.

After Week 4 (100% retention): One-third of program completed; continuation assumed; no refund appropriate.

5.3 Refund Processing Timeline

- Refunds processed within **14 working days** from receipt of written withdrawal notice
 - Refunds issued via bank transfer to the account from which payment was received
 - Bank transfer charges (if any) deducted from refund amount
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6. WITHDRAWAL PROCEDURE

6.1 Required Process

To withdraw from the program, students must:

1. **Submit written notice via email** to: lacompte.general@gmail.com
2. **Include the following information:**
 - Full name as registered
 - Enrollment ID number
 - Date of enrollment
 - Reason for withdrawal (optional but appreciated)
 - Bank account details for refund (if applicable)
3. **Receive written confirmation** from La Compte acknowledging withdrawal

6.2 Effective Date of Withdrawal

Withdrawal is effective on the date La Compte receives the written email notice, NOT the date the student stops attending.

6.3 Automatic Withdrawal Policy

Students who miss **four (4) consecutive training sessions** without prior notice will be considered to have withdrawn after Week 4 and will NOT be eligible for any refund.

7. ATTENDANCE AND PARTICIPATION

7.1 Attendance Requirements

- Minimum **75% attendance** required for training certificate issuance
- Attendance tracked daily
- Late arrivals (>15 minutes) count as partial absence

7.2 Make-Up Sessions

- Limited make-up sessions available for documented emergencies
- Must be requested within 48 hours of missed session



- Subject to instructor availability
- Maximum 4 make-up sessions permitted

7.3 Certificate Eligibility

Training certificate issued only to students who:

- Maintain minimum 75% attendance
 - Complete all mandatory laboratory assignments
 - Demonstrate basic proficiency in core modules
 - Fulfill all financial obligations
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8. FACILITY ACCESS AND POLICIES

8.1 Laboratory Hours

- Training days: [To be confirmed based on batch schedule]
- Laboratory access: Training hours + additional practice hours (scheduled)
- Supervised access required at all times

8.2 Equipment Usage Policy

- Students assigned individual workstations
- No food or beverages in laboratory area
- Equipment maintenance included in training fee
- Students liable for deliberate damage to equipment
- Personal USB drives permitted; external HDDs require approval

8.3 Data and Privacy

- Student practice data stored temporarily; deleted after course completion
 - La Compte not responsible for personal data loss
 - Students must back up personal work
 - No installation of unauthorized software on training systems
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9. CODE OF CONDUCT

9.1 Expected Behavior

Students must:

- Treat instructors and fellow students with respect
- Maintain professional conduct in training environment
- Adhere to laboratory safety and usage policies
- Respect La Compte's intellectual property and training materials

9.2 Prohibited Activities

- Disruptive behavior or harassment



- Unauthorized recording of training sessions
- Sharing or distributing La Compte's proprietary materials
- Using laboratory equipment for unauthorized purposes
- Attempting to damage or compromise training systems

9.3 Consequences of Violations

- First violation: Written warning
 - Second violation: Suspension from laboratory access (no refund)
 - Serious violations: Immediate expulsion from program (no refund)
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10. INTELLECTUAL PROPERTY

10.1 Training Materials

All training materials, documentation, and curriculum content are proprietary to La Compte and protected by intellectual property laws.

10.2 Permitted Use

Students may:

- Use materials for personal learning during and after the program
- Retain copies for reference purposes
- Create personal notes and derivatives for own use

10.3 Prohibited Use

Students may NOT:

- Reproduce or distribute materials to third parties
 - Use materials for commercial purposes or competing training
 - Remove copyright or attribution notices
 - Publish or share materials on public platforms without permission
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11. LIABILITY AND DISCLAIMERS

11.1 Limited Liability

La Compte's liability is limited to the amount of fees paid by the student. La Compte is not liable for:

- Failure to achieve specific learning outcomes
- Certification examination results
- Employment outcomes or career advancement
- Personal injury on premises (except gross negligence)
- Loss of personal property or data



11.2 Force Majeure

La Compte is not liable for failure to deliver training due to circumstances beyond reasonable control, including but not limited to:

- Natural disasters, epidemics, or government-mandated closures
- Electrical failures or infrastructure breakdowns
- Instructor illness or emergency unavailability

In such cases, La Compte will make reasonable efforts to reschedule training or provide alternative arrangements.

11.3 No Employment Guarantee

This training program does not guarantee:

- Employment placement
 - Specific salary outcomes
 - Certification examination success
 - Particular career advancement
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12. PROGRAM MODIFICATIONS

12.1 Curriculum Changes

La Compte reserves the right to:

- Modify curriculum content to reflect current industry practices
- Adjust training schedule with reasonable notice
- Substitute instructors when necessary
- Update laboratory equipment and configurations

12.2 Student Notification

Material changes affecting program delivery will be communicated to enrolled students with minimum 7 days' notice where feasible.

13. PERSONAL INFORMATION AND PRIVACY

13.1 Information Collection

La Compte collects:

- Name, contact information, and CNIC number
- Educational background and professional experience
- Payment information and transaction records
- Attendance and performance records

13.2 Information Use

Personal information is used solely for:



- Program administration and communication
- Certificate issuance and record-keeping
- Quality improvement and feedback collection
- Legal and regulatory compliance

13.3 Information Protection

La Compte will not:

- Sell or rent personal information to third parties
 - Share information except as required by law
 - Use information for marketing without consent
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14. LEGAL INFORMATION

14.1 Provider Details

Company Name: La Compte

Registration Number: 4682120

Registration Type: Association of Persons (Partnership Act 1932)

PSEB Registration: Z-25-11315/24 (Valid: May 2024 - April 2025)

Tax Office: RTO Rawalpindi

Principal Officers:

- Shehroze Ameen (Principal Officer)
- Fauzia Moghees (Partner)

Registered Address:

Shop No. 19, First Floor Zaman Plaza
Westridge-1, Rawalpindi
Punjab, Pakistan

Contact Information:

Phone: +92 336 0587451

Email: lacompte.general@gmail.com

Website: la-compte.com

14.2 Applicable Law

These Terms and Conditions are governed by the laws of Pakistan. Any disputes arising from this agreement shall be subject to the exclusive jurisdiction of courts in Rawalpindi, Pakistan.

14.3 Sales Tax Status

La Compte is registered with Punjab Revenue Authority (PRA) for sales tax purposes. IT training services are zero-rated under PRA regulations. No sales tax will be charged on training fees.



15. ACKNOWLEDGMENT AND AGREEMENT

15.1 Student Acknowledgment

By enrolling in the Linux Training Program and making payment, the student acknowledges and agrees that they have:

Read and understood these Terms and Conditions in their entirety
Understood this is a training certificate program, NOT an accredited certification examination
Understood that certification exam fees are NOT included in the training fee
Acknowledged the refund policy and withdrawal procedures
Agreed to comply with attendance, conduct, and facility usage policies
Understood La Compte's limited liability and disclaimers
Consented to collection and use of personal information as described

15.2 Student Signature

By submitting the enrollment application and payment, the student electronically accepts these terms.

Enrollment Date: _____

Student Name: _____

Student Signature: _____

Student CNIC: _____

16. QUESTIONS AND CONTACT

For questions regarding these Terms and Conditions, please contact:

La Compte Training Administration

Email: lacompte.general@gmail.com

Phone: +92 336 0587451

Office Hours:

Monday - Saturday: 9:00 AM - 6:00 PM

Sunday: Closed

Document Version: 1.0

Last Updated: October 2025

Next Review Date: April 2026

These Terms and Conditions may be updated periodically. Enrolled students will be notified of material changes. The version in effect at the time of enrollment governs the student's participation in the program.