

# Archer Institute – User Terms

Welcome to Archer Institute, owned and operated by Alternative Legal Pty Ltd.

These User Terms apply to all users of the Archer Institute website, learning platform, courses, enrolment systems, online resources, and related services.

By creating an account, enrolling in a course, accessing our systems, or using our website, you agree to these User Terms.

We may update these User Terms at any time. The most current version will always be published on the Archer Institute website. You are bound by the version in effect at the time you use our services. Continued use after an update means you accept the revised terms.

## 1. Purpose of the Platform

Archer Institute exists to:

- Deliver education and training services;
- Provide online learning resources and student support;
- Facilitate enrolments, assessments, certifications, and compliance processes; and
- Support students undertaking real estate, strata, property, and related training programs.

The platform is not:

- Legal advice;
- Financial advice;
- Career placement services; or
- A guarantee of licensing, employment, or qualification outcomes.

You remain responsible for ensuring you meet any regulatory, licensing, or employment requirements applicable to your industry.

## 2. Respectful Use

You agree to:

- Communicate respectfully and professionally;
- Use the platform in good faith;
- Avoid abusive, threatening, discriminatory, or inflammatory behaviour; and
- Not misuse the platform, staff, trainers, assessors, or other students.

We may remove content or restrict access if behaviour undermines safety, learning outcomes, or the proper operation of the platform.

### 3. Your Responsibility

You are responsible for:

1. All activity on your account; and
2. Anyone you allow access to your account or credentials.

You must keep your login details secure and notify us immediately if you believe your account has been compromised.

### 4. Your Content & Data

You retain ownership of the information and materials you upload.

You grant us permission to:

- Store and process your content;
- Deliver training and assessment services;
- Maintain academic and compliance records; and
- Provide certifications, statements of attainment, or transcripts where applicable.

You acknowledge that:

- Student records may be retained in accordance with applicable laws and RTO obligations;
- Assessment submissions and related records may be retained after completion or cancellation of enrolment;
- Certain records may not be editable or removable once submitted; and
- Records may be disclosed where required by law, regulators, auditors, or accreditation bodies.

By uploading any content, you warrant that it:

1. Is lawful;
2. Is accurate; and
3. Does not infringe any third-party rights.

### 5. Course Enrolment & Completion

Enrolment in a course does not guarantee:

- Completion of the course;
- Issuance of a qualification or statement of attainment;
- Licensing approval; or

- Employment outcomes.

Students must:

- Complete all required assessments;
- Meet applicable course requirements;
- Provide accurate enrolment information; and
- Comply with all academic integrity obligations.

## 6. Privacy

We treat student information as confidential and take reasonable steps to protect personal information.

Your information may be:

- Stored securely;
- Used to deliver training and student support;
- Shared with regulators, government departments, accrediting bodies, or authorised third parties where required; and
- Processed in accordance with Australian privacy laws.

For further information, please refer to our Privacy Policy.

## 7. Access & Payments

Some features, courses, or resources require payment.

- Payment plans may be offered through third-party providers;
- Certain subscriptions or payment arrangements may renew automatically unless cancelled;
- Access may be suspended for non-payment;
- Fees paid are generally non-refundable unless required by law or stated otherwise in writing.

Students remain responsible for all amounts owing under any agreed payment arrangement.

## 8. Academic Integrity & Suspension

Students must not:

- Plagiarise;
- Submit work completed by another person;
- Share assessment answers improperly;
- Misrepresent competency or qualifications; or

- Engage in dishonest conduct.

We may suspend or terminate access if:

- Academic misconduct occurs;
- The platform is used improperly;
- There is a safety or compliance concern; or
- These terms are breached.

Records may be retained even if access is removed.

## 9. Platform Status (“As Is”)

Archer Institute services and platforms are provided “as is”.

We do not guarantee:

- Continuous availability;
- Error-free operation;
- Uninterrupted access;
- Specific updates or features; or
- Compatibility with all devices or systems.

## 10. Feedback

You consent to us using, reproducing, and publishing any feedback or reviews you provide about Archer Institute, without payment.

## 11. Limits of Responsibility

Archer Institute provides education and training services only.

To the maximum extent permitted by law, Archer Institute is not responsible for:

- Licensing decisions made by regulators;
- Employment outcomes;
- Student performance;
- Business decisions made by students; or
- Loss resulting from reliance on course materials.

For support, contact Archer Institute directly through the website contact details.

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