

Terms and Conditions

Effective Date: January 1, 2026

These Terms and Conditions govern your access to and use of our websites, forms, programs, trainings, services, resources, communications, and other activities. By accessing, registering for, participating in, or using our services, you agree to these Terms and Conditions.

Please read these terms carefully. If you do not agree with these Terms and Conditions, you should not use or participate in the applicable services.

1. Use of Our Services

Our programs, services, resources, and activities are provided for educational, workforce development, training, informational, administrative, or related purposes.

You agree to use our services only for lawful purposes and in accordance with these Terms and Conditions.

You may not use our services in a manner that:

- Violates applicable laws or regulations;
- Interferes with the operation or security of our systems or services;
- Attempts to gain unauthorized access to information, accounts, systems, or resources;
- Misrepresents your identity, qualifications, eligibility, or other information;
- Harasses, threatens, or harms other participants, staff, partners, or members of the public; or
- Uses our materials or resources for unauthorized commercial purposes.

2. Registration, Applications, and Eligibility

Certain programs, services, trainings, or opportunities may require registration, an application, verification, or confirmation of eligibility.

You agree to provide information that is accurate and complete to the best of your knowledge.

Eligibility requirements may vary depending on the program, service, funding source, location, or other applicable requirements. We may request documentation or additional information when reasonably necessary to confirm eligibility or satisfy administrative, contractual, reporting, or funding requirements.

Submitting an application, registration, or verification form does not guarantee acceptance, enrollment, participation, funding, certification, or any other benefit.

3. Program and Service Availability

Programs, trainings, services, schedules, instructors, locations, content, eligibility requirements, and other details may change from time to time.

We reserve the right to modify, postpone, reschedule, suspend, or discontinue a program, service, activity, or resource when reasonably necessary.

When practical, we will communicate significant changes to affected participants using the contact information provided to us.

4. Participant Responsibilities

Participants are expected to conduct themselves professionally and respectfully when interacting with staff, instructors, partners, other participants, and members of the community.

Depending on the applicable program or service, participants may also be responsible for:

- Completing required forms or documentation;
- Meeting attendance or participation requirements;
- Completing assignments, assessments, or other required activities;
- Following applicable safety, conduct, or participation policies;
- Providing timely and accurate information; and
- Communicating changes that may affect eligibility or participation.

Failure to meet applicable requirements may affect an individual's ability to continue participating in a program or service.

5. Fees and Funded Services

Some services may be offered at no cost to participants because they are supported by grants, contracts, funding partners, scholarships, employers, or other sources.

Participation in a no-cost program may require individuals to meet specific eligibility, verification, attendance, reporting, or participation requirements established by the applicable funding source or program.

Other services may involve fees. Any applicable fees, payment terms, refund policies, or cancellation terms will be disclosed before payment or enrollment whenever applicable.

6. Verification and Funding Requirements

Certain services or opportunities may require us to verify information with a funding partner or other authorized organization.

By participating in an applicable program or service, you acknowledge that information reasonably necessary for verification, eligibility, reporting, or administration may be reviewed or shared as described in our Privacy Policy and any applicable program-specific notice.

Specific information categories may be required by a funding partner, regulatory body, contracting organization, or other authorized entity. When such categories are required, we may not be able to substitute alternative classifications or information.

7. Privacy

Your privacy is important to us.

Our collection, use, retention, and disclosure of personal information are governed by our Privacy Policy and any additional privacy notice provided in connection with a particular service, program, or form.

By providing information to us, you acknowledge that your information will be handled in accordance with the applicable Privacy Policy and notices.

8. Communications

By providing an email address, telephone number, or other contact information, you authorize us to use that information to communicate with you regarding applications, registrations, verification, enrollment, programs, services, scheduling, participation, administrative matters, and other matters related to your interaction with us.

You are responsible for keeping your contact information current.

You may contact us if you believe you are receiving communications in error or wish to update your communication preferences where applicable.

9. Educational and Informational Materials

Information, training materials, resources, presentations, communications, and other content provided through our services are intended for educational or informational purposes unless expressly stated otherwise.

The information we provide should not be considered a substitute for professional legal, medical, financial, mental health, tax, or other specialized professional advice.

Individuals should seek appropriately qualified professional assistance when advice specific to their circumstances is needed.

10. Certificates, Credentials, and Completion

Certain trainings or programs may offer certificates of completion, credentials, continuing education opportunities, or other recognition.

Receipt of a certificate, credential, or other recognition may be subject to attendance, participation, assessment, documentation, or other requirements.

Unless expressly stated otherwise, completing one of our programs or trainings does not guarantee employment, promotion, licensure, certification by an outside organization, admission to another program, or any particular professional or financial outcome.

11. Employment Disclaimer

Participation in our programs, trainings, workforce development services, or other activities does not create an employment relationship between a participant and our organization, a funding partner, training provider, employer partner, or other participating organization unless a separate written agreement specifically establishes such a relationship.

We do not guarantee employment, placement, wages, hours, promotion, or continued employment as a result of participation in our services.

12. Intellectual Property

Unless otherwise stated, materials created or provided by us, including written materials, presentations, graphics, training content, forms, branding, logos, videos, and other resources, are owned by us or used with permission.

Materials may be used for personal, educational, or authorized program purposes.

You may not reproduce, publish, sell, distribute, modify, or commercially exploit our materials without prior authorization unless such use is otherwise permitted by law.

Third-party materials remain subject to the rights and terms established by their respective owners.

13. Third-Party Services and Links

Our services may use or provide links to third-party websites, platforms, learning systems, communication tools, payment services, or other external resources.

We do not control all third-party services and are not responsible for their content, availability, security, privacy practices, or terms.

Use of third-party services may be subject to separate terms and privacy policies established by those providers.

14. Disclaimer of Warranties

We make reasonable efforts to provide accurate, useful, and reliable information and services.

However, except where otherwise required by law, our services and materials are provided on an “as available” basis. We do not guarantee that every service will be uninterrupted, error-free, continuously available, or suitable for every individual circumstance.

Program outcomes may vary based on individual circumstances, participation, eligibility, external requirements, and factors outside our control.

15. Limitation of Liability

To the extent permitted by applicable law, we are not responsible for indirect, incidental, special, consequential, or similar damages arising from the use of, inability to use, or participation in our services, programs, resources, or third-party services.

Nothing in these Terms and Conditions is intended to limit rights or responsibilities that cannot legally be limited or excluded.

16. Suspension or Termination of Participation

We reserve the right to restrict, suspend, or terminate an individual’s access to a program or service when reasonably necessary, including for:

- Material violations of these Terms and Conditions;
- Fraudulent or intentionally inaccurate information;
- Disruptive, threatening, or inappropriate conduct;
- Failure to satisfy required eligibility or participation conditions;
- Misuse of organizational systems, materials, or resources; or
- Circumstances requiring suspension or termination under applicable law, contracts, funding requirements, or organizational policies.

When appropriate, individuals may be given notice or an opportunity to address an issue before participation is terminated.

17. Changes to These Terms

We may update these Terms and Conditions periodically to reflect changes in our programs, services, practices, legal requirements, funding requirements, or organizational operations.

The effective date at the top of this document will be updated when changes are made.

Continued use of our services after updated Terms and Conditions become effective may constitute acceptance of the revised terms where permitted by applicable law.

18. Governing Requirements

These Terms and Conditions are subject to applicable federal, state, and local laws and regulations, as well as any requirements that apply to a particular program, contract, grant, or funding source.

If a program-specific agreement or notice conflicts with these general Terms and Conditions, the more specific terms will apply to that program or service to the extent of the conflict.

19. Contact Us

If you have questions about these Terms and Conditions, our services, or your participation in a program or activity, please contact us.

Email: support@nce.center