MAWIZ TECHNOLOGIES LTD

Empowering Africa, Innovating Minds

PROFESSIONAL • DISCIPLINE • INNOVATION • PRACTICAL

TERMS OF TRAINING, CODE OF CONDUCT & STUDENT ONBOARDING

Shop 13, 4D Plaza, Mechanic Village, Irete, Imo State, Nigeria |
www.mawiztechnology.com |
Support@mawiztechnology.com|mawiztechnology@gmail.com

1. STUDENT ONBOARDING PROCEDURE

Upon enrollment, every student is required to complete the following onboarding steps to integrate into the Mawiz Technologies Ltd learning ecosystem:

- **Official Communication Channels:** Join the official Student Telegram Group & Channel for real-time updates, schedules, and announcements: https://t.me/+N0YisoQKhqtiMTg0
- **Digital & Social Presence:** Set up at least one active professional social media profile (Facebook, Instagram, X/Twitter, TikTok, or LinkedIn) if you do not already have one, and follow all official Mawiz Technologies platforms to stay updated.
- **Daily Learning Documentation:** Share your daily learning progress, milestones, and insights on social media, tagging Mawiz Technologies.
- **Career Readiness Assets:** Create and maintain a professional CV/Resume, craft a compelling personal sales pitch / professional career statement, and build and continuously update a practical project portfolio.
- **Community & Thought Leadership:** Actively participate in Mawiz Transcend and the official Mawiz Podcast, network constructively with peers, present completed projects and learning experiences on scheduled dates, and engage in student development tasks.

2. GRADING SYSTEM & EVALUATION

Students are evaluated based on a comprehensive scoring system totaling 100%:

Projects	Attendance	Assignments	Professional Conduct
40%	30%	20%	10%

Certification Requirement: An 80% pass mark is strictly required to earn a Certificate of Completion. Students scoring below 80% will not be issued a certificate.

3. ATTENDANCE & COMMITMENT

- Attend all training sessions as scheduled and ensure your attendance is marked at the start of every session.
- Maintain strict punctuality at all times.
- Notify instructors or administration at least 24 hours in advance before any unavoidable absence.
- Submit all assignments, tasks, and projects on or before their deadlines.

STRICT NOTICE ON MEDICAL & HEALTH EMERGENCIES

1. Written Notification Requirement: If a student must pause their attendance due to medical or health-related emergencies, they are strictly required to notify Mawiz Technologies Ltd management in writing only (via official email at Support@mawiztechnology.com or physical letter) prior to or at the immediate onset of the absence.

2. The Forfeiture Rule: Failure to communicate a health-related absence in writing will be treated as an unexcused abandonment of the program, resulting in the immediate and permanent forfeiture of the entire training without a refund.

4. LEARNING TOOLS & OFFICIAL CHANNELS

- Maintain a functional and professional email address for all official correspondence.
- Actively engage with Mawiz Technologies across our official digital platforms:

Website: www.mawiztechnology.com	**Support Email:** Support@mawiztechnology.com
Telegram: **https://t.me/mawiztechnologies**	**LinkedIn:** linkedin.com/company/mawiztechnology
X (Twitter): https://x.com/Mawiz_tech	**Facebook:** facebook.com/mawiztechnologies
Instagram: instagram.com/mawiztechnologies	**TikTok:** tiktok.com/@mawiztechnologies
YouTube: youtube.com/@mawiztechnologies	**Google Business:** share.google/4MEPal1dywWktk6UH
Google Review: g.page/r/CcdYczBFyamaEAI/review	**Contact Lines:** 0806 137 8619 | 08126307062

5. PROFESSIONAL BEHAVIOR & ENVIRONMENT

- Treat instructors, staff, and fellow students with utmost respect.
- Zero tolerance for harassment, bullying, or discrimination of any kind.
- Wear the official Mawiz Technologies training T-shirt at least twice a week.
- Carry and display your Student ID for every class session.
- Keep the training hub clean at all times; littering is strictly prohibited.
- Maintain a professional, disciplined, and serious learning attitude throughout the program.

6. DEVICE & ETHICS

- Use hub hardware and network resources strictly for curriculum-related tasks.
- Social media browsing (outside of authorized learning-journey posts), gaming, and betting are strictly prohibited during class hours.
- Submit original work only; plagiarism is strictly prohibited.
- Use AI tools strictly as a learning aid, not as a shortcut to bypass critical thinking and skill mastery.

7. FACILITIES & EQUIPMENT

- Handle all computer systems, facilities, and tech equipment with extreme care.
- Avoid any intentional or negligent damage to hub property, including desks, chairs, and electronics.

8. PAYMENT OPTIONS

- **Full Payment:** 100% complete payment of training fees before commencing classes.
- **Installment Plan:** 70% initial payment before commencing classes, and the remaining 30% balance paid midway into the training.

9. DISCIPLINARY ACTIONS & GRIEVANCES

- **Disciplinary Policy:** Violations of these terms and guidelines are taken seriously and may result in official warnings, suspension, or expulsion from the program without a refund of any fees paid.
- **Reporting Grievances:** All student complaints or concerns must be formally reported to the organization's administration (Support@mawiztechnology.com or physical office). Mawiz Technologies Ltd is committed to ensuring all grievances are heard and resolved professionally through official administrative channels.

10. STUDENT ACKNOWLEDGMENT & UNDERTAKING

I acknowledge that I have read, understood, and agreed to abide by all the Terms of Training, Code of Conduct, Onboarding Requirements, and Attendance Policies of Mawiz Technologies Ltd stated above and by enrolling in the program, I shall abide by all guiding principles.

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Administrative Approval

April 27, 2026