

Kippap CE Online Review Program Terms and Conditions Agreement

1. Review Services and Platform Access

Kippap agrees to provide civil engineering review services to students preparing for the Civil Engineering Licensure Examination. These services include access to a range of learning materials, such as recorded video lectures, physical handouts, books, and online practice assessments, along with a messaging platform to connect with Kippap instructors.

To facilitate these services, Kippap utilizes various online platforms, including the proprietary Student Portal, Mobile App, Web App, and third-party applications such as Messenger and Zoom. Students are responsible for registering and managing their accounts on all platforms, including Zoom, to ensure access to Kippap's review materials. Familiarity with each platform is recommended for a seamless learning experience.

2. Review Program Schedule and Progression Requirements

Kippap's CE Review Program is designed around structured progression milestones to ensure thorough preparation. The program includes the following key phases:

- 1) **Learner Profile**
- 2) **Diagnostic Exam**
- 3) **Review Proper** (*access to lecture videos and assessments*)
- 4) **Pre-board Exam 1**
- 5) **Refresher**
- 6) **Pre-board Exam 2**
- 7) **Final Coaching**

Each phase builds on the previous, offering a comprehensive and strategic approach to exam preparation. **To begin, you must complete the Learner Profile before proceeding further. Access to lecture videos and assessments is granted only after completing the Diagnostic Exam. Similarly, students must complete Pre-board Exam 1 to unlock the Refresher materials.** Failure to complete the exams, may result in restricted access to subsequent course materials.

3. Payment Terms

The Student agrees to pay Kippap the specified fees for the review services as outlined.

For those who availed the Full Package:

Payment Options	Prices
Full Payment	Php 11,499

Monthly Installment	1st Payment: Php 3,000 2nd Payment: Php 3,000 (after 1 month) 3rd Payment: Php 3,000 (after 1 month) 4th Payment: PHP 3,000 (after 1 month)
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For those who availed the Correl Package:

Payment Options	Prices
Full Payment	Php 6,999
Monthly Installment	1st Payment: Php 2,499 2nd Payment: Php 2,499 (after 1 month) 3rd Payment: Php 2,499 (after 1 month)

For those who availed the Self-paced Package (will be available on February 2025):

Payment Options	Prices
Full Payment	Php 8,499
Monthly Installment	1st Payment: Php 3,000 2nd Payment: Php 3,000 (after 1 month) 3rd Payment: Php 3,000 (after 1 month)

For those who availed the Refresher Only Package:

Payment Options	Prices
Full Payment	Php 7,999
Monthly Installment	1st Payment: Php 3,000 2nd Payment: Php 3,000 (after 1 month) 3rd Payment: Php 3,000 (after 1 month)

For those who availed the Video Access Only Package:

Payment Options	Prices
Full Payment	Php 5,999
Monthly Installment	1st Payment: Php 2,500 2nd Payment: Php 2,500 (after 1 month) 3rd Payment: Php 2,500 (after 1 month)

A Student will only be given full access to the review materials once they follow their respective availed installment scheme. Timely payment of each installment is required to maintain access to the review materials and video lectures. **Access will be suspended if a payment is missed, even by a single day.**

4. Changes in Matriculation

The Student acknowledges that their chosen package is non-negotiable and non-refundable. Any modifications to matriculation will only be considered as changes to the student's enrollment status.

A. Change of Package

- a. **Upgrade of Package** - An upgrade refers to upgrading to a higher tier. The amount to be settled is the difference between the prevailing rates at the time when the upgrade is approved.
- b. **Downgrade of Package** - Once a package has been selected and paid for by the Student, it cannot be downgraded to a lower tier package.

B. Transfer Enrollment to Kippap CELE November 2025 Review Program

All of those who availed the Full Package are eligible to Transfer their Enrollment to the next batch of our review program for the next CE Board Exam. This option is available from the time of enrollment until **February 23, 2025**.

If the Student wishes to transfer, an additional fee of **P3,000** will apply if they have had access to the lecture videos and assessments for more than two weeks. However, if the Student has had access for less than two weeks, no additional fee will be charged.

Please be aware that selecting the Transfer Option will result in the deactivation of your current account with us, thereby restricting access to our review materials and video lectures. However, rest assured that your account will be reactivated, granting access to our review materials once more in preparation for our NOV 2025 Review Program.

If you wish to avail this option, please email us at kippaprograms@gmail.com

C. Extension of Enrollment

Starting **February 24, 2025**, the option to transfer will no longer be available. However, you can opt for the Extension of Enrollment for an additional fee of **P5,750**.

All of those who availed the Full Package are eligible to extend their enrollment until **April 6, 2025**. This extension allows students to access both the current APR 2025 Review Program and the upcoming NOV 2025 Review Program. Please note that the student account will be deactivated once the APR 2025 review period ends and will only be reactivated when the NOV 2025 review program begins.

5. Shipping of Printed Handouts and other freebies

Freebies for those who availed the Full Package include:

- Molina CE Formula Book
- Printed Handouts
- PRC-allowed calculator of your choice (for the first 100 enrollees)

The Printed Handouts and Molina Formula Book can be shipped out upon request but additional shipping fee will be incurred. Shipping fee will vary depending on the Lazada delivery fee.

Freebies for those who availed the Correl Package include:

- Molina CE Formula Book
- Printed Handouts

The Printed Handouts and Molina Formula Book can be shipped out upon request but additional shipping fee will be incurred. Shipping fee will vary depending on the Lazada delivery fee.

Freebies for those who availed the Refresher include:

- Molina CE Formula Book

The Molina Formula Book can be shipped out upon request but additional shipping fee will be incurred. Shipping fee will vary depending on the Lazada delivery fee.

If you have any questions about your freebies and shipping, you may send an email to kippap.logistics@gmail.com

6. Equipment for Online Review

Certain specifications of devices are essential for attending Kippap's live online sessions and viewing of the lecture videos.

Minimum Laptop Requirements:

- Processor: 4-core processor (e.g., Intel Core i3/i5/i7 or AMD equivalent)
- Operation System: Latest version of Windows 10 or macOS
- RAM: At least 8 GB
- Storage: Minimum 256 GB SSD
- Webcam, Microphone, and Speakers: Standard web camera, microphone, and speakers (or a headset)
- Internet Connection: Stable internet connection with at least 10 Mbps download speed

Additional Considerations:

- Battery Life: Ensure the laptop has a decent battery life to last through longer study sessions
- Screen size: A screen size of at least 13 inches is recommended for comfortable viewing
- Durability: Look for a laptop that is durable and can withstand regular use

Minimum Mobile Phone Requirements

- Processor: Qualcomm Snapdragon 665 or equivalent.
- RAM: Minimum 4GB (recommended: 6GB or more).
- Storage: Minimum 128GB (recommended: 256GB or more).
- Display: HD resolution (720p) or higher, with a screen size of at least 6 inches.
- Battery: Minimum capacity of 3000mAh.
- Operating System: Android 10 or newer, or one of the two most recent iOS versions.

Kippap shall not be held liable for technical issues caused by not meeting these specific requirements.

7. Communication

We will utilize the Student Portal, the Kippap Mobile App and Web App for all announcements and reminders. In case of any downtime on these platforms, we will also post updates in our Messenger Community chat.

It is the student's sole responsibility to ensure they have access to these platforms and can receive the necessary notifications. Kippap will not be held liable for any missed sessions due to a student's inability to access updates.

For any questions or concerns regarding usage of the Kippap App and Student Portal, you may send us an email to kippaprograms@gmail.com or reach out through our Messenger Community chat.

8. Schedule, Attendance, and Cancellations

The Student agrees to adhere to the review schedule provided by Kippap and to attend all live sessions punctually. However, Kippap reserves the right to announce the postponement or cancellation of a class due to safety concerns such as, but not limited to, extreme natural disasters, power outages, power interruptions, and disease outbreaks, or unforeseen events beyond Kippap's control.

9. Student Obligations, Behavior, and Discipline

Kippap is a learning environment dedicated to preparing students for the Civil Engineering Board Exam. Therefore, students are expected to conduct themselves appropriately throughout the duration of the review program. Observe proper decorum at all times, failure to do so will result in disciplinary actions. Students who disregard the rules and the purpose of the review

program will face sanctions and expulsion from the program. No refunds will be issued to those who are expelled.

Inappropriate actions include, but are not limited to:

- Disruptive behavior during live sessions, including unnecessary noise, inappropriate screen sharing, or persistent interruptions
- Using offensive language, making inappropriate comments, or engaging in harassment or bullying towards instructors or fellow students in any program platform
- Unauthorized sharing of access credentials, recording, or distribution of class materials
- Violating Kippap's intellectual property rights or using program platforms for unrelated/commercial activities
- Failing to maintain professional conduct, including disregarding warnings to modify disruptive behavior

10. Materials and Intellectual Property

All review materials provided by Kippap are for the exclusive use of the Student and may not be reproduced, distributed, or shared without Kippap's express written consent. The Student acknowledges that all intellectual property rights associated with the review materials belong to Kippap.

Unauthorized recording and/or distribution of materials—including, but not limited to, handouts, videos, problem sets, online review sessions, discussion slides/notes, and test-related content—is strictly prohibited. Any individual found violating this clause will face legal action.

Lost printed handouts may be replaced for a fee of five hundred pesos (₱500.00), exclusive of shipping costs.

11. Confidentiality

Both parties agree to keep any confidential information shared during the review sessions confidential and not to disclose it to any third party without the other party's consent.

12. Limitation of Liability

Kippap shall not be held liable for any direct, indirect, incidental, consequential, or punitive damages arising out of or related to the review services provided under this Agreement.

13. Governing Law and Jurisdiction

This Agreement shall be governed by and construed in accordance with the laws of the Philippines. Any disputes arising out of or in connection with this Agreement shall be resolved exclusively through arbitration in the Philippines.

14. Contact Information

All business transactions must be directed to the Kippap Administration:

Mobile: (+63) 917 129 0044

Email: kippaprograms@gmail.com

By registering for Kippap's review services, the Student confirms that they have read, understood, and agreed to be bound by all terms and conditions outlined in this Agreement. By enrolling in the Kippap CE Review Program, this constitutes the Student's formal acceptance of this Agreement and all its provisions.