Participant Registration Procedures

Dragonfly uses an online registration system that makes it easy and fast for adult participants or parents and guardians to register their children. Please read the **How To** section and our **Terms and Conditions** below. Registrations should be completed 14 days before a course begins.

为能让家长或监护人简捷地为子女进行登记，本司会使用网上登记系统为学生登记紧急通讯，健康及饮食习惯等资料。请详阅下列的登记流程和免责条款及条件。网上登记应于活动开始前 14 日完成。

How to Register: To begin, go to our registration website at https://reg.learnwithdragonfly.com

登记流程：请登入网上登记网址 https://reg.learnwithdragonfly.com

a. Input/Copy & Paste your booking code "wc3vjno7". Make sure you register with the correct code, else your registration may be lost and voided.
请复制/贴上或键入登记编号 wc3vjno7。请确定编号是否准确，错误的登记编号会导致登记失败。

b. Please enter your identification code
请键入识别码。

c. Please fill in the registration with English
请依照指示使用英文填写个人资料。

At Dragonfly safety is our number one priority. In order to help us provide the best possible care for participants during our program we deeply appreciate you filling in this section as completely and accurately as you can.
活动安全是我们的首要考虑。为确保参加者在活动中得到最好的照顾，我们十分希望您能够填上完整及准确的资料。

Should you need to provide more information, email us at enquiries@learnwithdragonfly.com. Please put the participant's name and course code in the email title of subject.
如你需要提供更多资料，请电邮到 enquiries@learnwithdragonfly.com。请在电邮的主旨注明参加者的姓名和活动登记编号。

All information is confidential.
所有资料将会保密。

Indemnity Agreement
Please read our indemnity agreement thoroughly before checking the box at the bottom to confirm your agreement. Once done, click the Complete Registration button
请详阅免责条款并点选方格以示确认。完成后请点击 Complete Registration。

Confirmation
At the end of registration a notice will appear confirming registration. If this does not occur, please review your registration form making sure each section has been filled in. If you do not see a confirmation, you are not yet registered. For problems with registering, see below.
登记完成后会显示登记完成页面。如未有显示，则代表登记未成功；请覆检登记资料并确定所有项目已正确填上。

Terms and Conditions
免責條款及條件

1. All registrations should be completed 14 days in advance of the course.
   所有登记应该于出发前 14 天完成。
2. Registrations will be accepted only up to 7 days before the course for medical screening purposes.
   鉴于健康检定需时，出发前 7 天的登记将不获接受。
3. It is the responsibility of the participant or their parent/guardian to register.
   网上登记是参加者或其父母/监护人的责任。
4. Individuals who have not registered cannot attend. Should they do so they will be sent home at their own expense.
   本公司恕不接受任何未有登记的参加者出席活动。未有登记的参加者会被送返，旅费自付。
5. No refunds will be provided for participants who cannot attend a program because they did not register.
   如因为未有登记而不能出席活动，参加者将不获退款。
6. Dragonfly is not responsible if participants register with the wrong code. If you have registered with the wrong code, forward your confirmation email to enquiries@learnwithdragonfly.com, together with the participant's name, school, program name, and correct course code. This must be done more than 7 days before the start of a course.
   如参加者使用错误的登记编号而导致登记失败，Dragonfly 将不会为其负责。如你使用了错误的编号登记，请把确认电邮发送去 info@learnwithdragonfly.com，并注明参加者的姓名、学校、活动名称及正确的活动编号。以上步骤必须于活动 7 天前完成。
7. A minor is not allowed to register themselves without the consent, knowledge and participation of the parent/guardian. Doing so will void a registration.
   未满 18 岁的参加者需要在家长/鉴护人同意、知悉及陪同下进行登记，否则登记将不被接纳。

Thank you for your cooperation and we look forward to having a great course together.

The Dragonfly Team