

Terms and Conditions

40-Hour Applied Behavior Analysis (ABA) Coursework

(For Public and Education Professionals)

These Terms and Conditions (“Terms”) govern participation in the 40-Hour ABA Coursework (“Course”) offered by Small Steps Learning Difficulties Center. By enrolling in the Course, participants agree to comply with the following Terms:

Eligibility: The Course is open to the public and education professionals. Participants must be at least 18 years old. No prior experience in ABA is required; however, participants should have a genuine interest in or currently exposed to working with individuals of determination or in educational/behavioral support fields.

Course Structure: This Online Course consists of 40 hours of instructional content delivered online: through lectures, interactive activities, case studies, and assessments. The Course is be delivered online, or partly can be in-person, or hybrid if required and set by the trainer. Attendance and active participation are mandatory to fulfill the course requirements.

Certification: Upon successful completion of the full 40 hours and meeting assessment requirements, participants will receive a Certificate of Completion. This certificate is not equivalent to professional board certification (e.g., ABAT/ IBT) but provides the eligibility to obtain credentials through IBAO (International Behavior Analysis Organization) and may be used as part of continuing professional development.

Fees and Payment: Full payment of the course fee must be made prior to the start date. Fees are non-refundable except in the cases outlined under Cancellations & Refunds. Payment methods accepted: via payment link provided.

Cancellations & Refunds: If the participant cancels at least 14 days before the course start date, a refund will be issued. No refunds will be provided for cancellations made less than 14 days before the course start date. If the organization cancels or reschedules the Course, participants will be offered either a full refund or a transfer to the next available session.

Attendance & Conduct: Participants must attend all sessions to receive a certificate. Any absence may result in incomplete status. Professional conduct and respectful communication are expected at all times. Disruptive behavior may lead to removal from the Course without a refund.



Assessment Criteria: To successfully complete the Course, participants must: complete all assigned quizzes, knowledge checks, and activities; participate in group discussions, role-plays, and case study exercises; achieve at least an 80% passing score on the final assessment (written and/or practical). Participants who do not meet these requirements will not receive certification. One (1) opportunity for re-assessment may be provided at the discretion of Small Steps. Failure to pass the re-assessment will result in unsuccessful completion of the Course.

Copyright: All Course materials, presentations, recordings, and handouts are the intellectual property of Small Steps. Participants may not copy, distribute, or share materials without prior written permission. Recording (audio or video) of the Course is strictly prohibited. All Course content, including but not limited to manuals, slides, workbooks, handouts, recordings, and digital materials—is the exclusive intellectual property of Small Steps. Materials are provided solely for the participant’s personal educational use. Participants are strictly prohibited from: copying, reproducing, or redistributing materials in any format; using course content for commercial, teaching, or training purposes without written permission; recording live or pre-recorded sessions (audio, video, or screenshots). Any violation of this clause may result in: Immediate dismissal from the Course without refund. Legal action under applicable intellectual property and copyright laws.

Disclaimer: The Course is intended for educational purposes only and does not qualify participants for independent ABA practice or guarantee employment. Small Steps is not liable for how participants apply the knowledge gained from the Course in professional or personal settings.

Privacy & Data Protection: Participant personal information will be collected solely for enrollment, certification, and communication purposes. Information will not be shared with third parties without consent, except as required by law.

Governing Law: These Terms are governed by and construed in accordance with the laws of UAE.



Privacy, Confidentiality, and Intellectual Property Rights (IPR) Statement

This document and all associated materials are the exclusive property of Small Steps Learning Difficulties Center LLC (“Small Steps”) and are protected under the applicable laws of the United Arab Emirates, including but not limited to copyright, intellectual property, data protection, and contractual confidentiality obligations.

The contents of this document—whether in whole or in part—may include proprietary frameworks, clinical methodologies, internal policies, operational protocols, assessment tools, training content, or client-related information. All such content is considered confidential and is intended solely for authorised use by employees, contractors, partners, or stakeholders of Small Steps in connection with their official duties or approved collaborations.

Strictly prohibited actions include, but are not limited to:

Copying, reproducing, or modifying the material without prior written authorisation;

Distributing, sharing, or disclosing the content to unauthorised third parties;

Using the document or its contents for commercial purposes or in a manner that could prejudice the interests of Small Steps or its clients; Removing this statement or any identifying information from the document.

All recipients are required to respect the confidentiality of information contained herein and to handle any personal or sensitive data in accordance with UAE Federal Decree-Law No. 45 of 2021 on the Protection of Personal Data (PDPL), as well as Small Steps' internal policies on data protection and safeguarding.

By accessing or utilising this document, you expressly acknowledge and agree to uphold these obligations and recognise the intellectual and proprietary rights of Small Steps Learning Difficulties Center LLC.

If you have received this document in error, or if you are unsure of your authorisation to view or use its contents, you must immediately notify our Data Protection Officer by calling +971-52-854-6200 or emailing info@smallstepsbd.com.

