



LETM - Student Guide

Round1 - winter 2026

This Student Agreement (**“Agreement”**) is made between Livit Education / Livit Academy (**“Academy”**) and the enrolled student (**“Student”**).

By enrolling in the program, the Student agrees to comply with the following terms.

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1. Program Overview

The Livit Essential Maker Tech (LEMT) Diploma is a 3-month hands-on learning program plus 1–2 weeks Business & Project Showcase.

The diploma includes:

- Electronics
- Arduino programming
- Digital fabrication (3D printing, laser cutting, CNC basics)
- Product prototyping
- Final project presentation

2. Prerequisites & Requirements

To join and complete the LEMT Diploma, the Student must:

2.1 Educational & Technical Requirements

- Be at least 18 years old
- Have basic computer literacy (copying files, downloading programs, typing)
- Have a laptop that meets the minimum software requirements
- Attend the safety orientation session

2.2 Behavioral Requirements

- Demonstrate respect, professionalism, and collaboration
- Follow all safety rules when using machines
- Not engage in harassment, bullying, or disruptive behavior

2.3 Documentation Requirements

Students must:

- Create and maintain project documentation on the assigned Google Site
- Submit weekly progress updates
- Complete the final project documentation before graduation



2.4 Laptop Requirements

Students must bring a personal laptop that meets these minimum specifications:

Minimum Requirements

- **Processor:** Intel i5 (6th gen or newer) or AMD Ryzen 5
- **RAM:** 8GB
- **Storage:** 10GB free space
- **Operating System:**
 - Windows 10/11 OR
 - MacOS 10.14 or newer
- **USB Ports:** At least one available USB-A or USB-C port
- **Wi-Fi:** Required

Recommended for Best Performance

- **Processor:** Intel i7 / Ryzen 7
- **RAM:** 16GB
- **GPU:** NVIDIA GTX 1650 or better (for CAD and simulation)
- **Storage:** SSD (solid state drive)
- **Software installed before class:**
 - Arduino IDE
 - Fusion 360 or OnShape
 - Cura (or other slicing software)
 - Chrome browser

Students who do not meet minimum specs may struggle with CAD and programming tasks.

3. Assignments & Academic Expectations

The LEMT program includes:

- Weekly assignments
- Lab tasks
- Project checkpoints
- Documentation deliverables
- Final MVP project

The Student agrees to:

- Submit assignments on time
- Participate in hands-on sessions
- Pass safety assessments before using fabrication machines
- Complete the final project to qualify for certification

Late or incomplete assignments may impact access to equipment or certification.

4. Attendance & Punctuality

To receive the LEMT certificate, the Student must:

- Attend 80% or more of sessions
- Join mandatory safety workshops
- Attend the final presentation week

Repeated tardiness will count against attendance.

5. Strikes System (Behavior, Safety & Responsibility)

To maintain a safe and productive environment, Livit Academy uses a 3-Strike System:

Strike 1 — Warning

Issued for:

- Missing assignments
- Safety carelessness
- Minor misconduct
- Not cleaning workspace
- Late arrival more than 3 times

Action:

- Verbal and written warning

Strike 2 — Restricted Access

Issued for:

- Repeating unsafe behavior
- Disrupting the class
- Damaging tools due to negligence
- Ignoring instructions

Action:

- Temporary restriction to specific equipment
- Mandatory safety refresher

Strike 3 — Removal from Program

Issued for:

- Endangering others
- Severe or repeated violations
- Harassment or aggression
- Intentional equipment damage
- Academic dishonesty

Action:

- Removal without refund



6. Makerspace & Lab Safety Rules

Students agree to:

- Wear safety gear as required
- Never operate machines unsupervised
- Book time via the reservation/ticketing system
- Not bring food or drinks near machines
- Report any equipment issue immediately
- Leave the workspace clean and organized

Failure to follow safety rules may result in a Strike.

7. Equipment, Tool Use & Materials Quota

Students receive a materials quota included in their program fee:

7.1 Included Materials (Quota per Student)

Material	Quantity	Notes
MDF Wood 500×300mm – 3mm	3 sheets	Laser cutting only
Plywood 500×300mm – 3mm	3 sheets	Laser cutting
PLA Plastic	100g	3D printing
Acrylic Sheet A3	1 sheet	Laser cutting

7.2 Additional Materials

If a student exceeds their quota, extra materials must be purchased at the Academy rate

8. Payment Terms & Installment Plan

8.1 Payment Structure

To support students financially, Livit Academy offers a 2-month installment plan:

1. First Week of Program:
 - 50% of total tuition
 - + Registration & material fees
2. During Month 2:
 - Remaining 50%

8.2 Payment Rules

- Students must complete payments to continue accessing labs
- Delayed payments may result in restricted access
- Certification is only granted after full payment

9. Refund Policy

Refunds are only permitted as follows:

- Before program start: 100% refund (minus admin fees)
- During Week 1: 50% refund
- After Week 1: No refunds

Special emergencies may be reviewed individually.

10. Intellectual Property

Student-created projects belong to the Student.

The Academy may request permission to:

- Photograph
- Document
- Showcase
- Publish student projects

for marketing and educational purposes.



11. Media & Photography Consent

By enrolling, the Student consents to being photographed or filmed during sessions and events for Academy documentation and promotion. Students may request exclusions from public display on a case-by-case basis.

12. Certification Requirements

To receive the LEMT Certificate, the Student must:

- Attend at least 80% of classes
- Complete all assignments
- Submit final project + documentation
- Present during Showcase Week
- Follow all safety rules
- Complete full payment

13. Community & Communication

Students gain access to:

- LEMT Facebook Community
- WhatsApp/Discord Group
- Alumni Resources
- Maker Events

Students must behave respectfully in all online spaces.

14. Program Adjustments

Livit Academy may adjust:

- Schedule
- Instructors
- Curriculum flow
- Lab operation hours

Changes will be communicated in advance.

