



Review date: November 2023

Cancellation / Refund Policy:

Course cancellations must be made at least two weeks prior to the course start date to be eligible for a refund.

No refund will be issued after 14 days of booking any course with us. Refund can be made within 2 weeks (14 days) of booking any of our courses but the administration charges and the registration fee of £99.00 will apply once you've been enrolled on a course.

In the event that we're unable to run any course that has been pre booked, a full refund will be provided.

Any change of venue due to circumstances out our control we endeavour to relocate course to one of our other listed training venues.

Deposits made to us will not be refunded as the amount paid was to secure a place on the course. This does not affect your statutory right.

Students who do not show up for class will not be refunded or transferred to another date.

- . All enrolment fees are non-refundable.
- . Fees and charges paid by employers on behalf of clients are non-refundable.
- . No refunds will be processed for printed or electronic materials that are considered to be used.
- . Any cancelation / refund request you make must be in writing either by email, letter or fax.

By booking with us it means you have accepted our terms and conditions mentioned above.