



Valid as of Jan. 1, 2009

Terms and Conditions

Payment

To register you must pay a non-refundable deposit at least six weeks before the start of your course

20% of the course fees

\$100 accommodation placement fee (if applicable)

1 week of accommodation (if applicable)

Your place will be guaranteed with your final payment of the outstanding 80% - at least four weeks before the start of your course.

Cancellations

If you have to cancel your course for any reason, we will give you a partial refund of the remaining tuition fees :

21 days or more before start date	Less than 30 days before start date	up to 10% of course completed	up to 30% of course completed	after 30% of course completed
80% refund	75 % refund	70 % refund	50 % refund	No refund

- **No refunds are granted on courses of two weeks or less.**

If you registered through an agency:

- If agent commissions have been paid out, the said amount will be deducted from the refundable amount.