



Qualifications & Exclusions

- All course prerequisites MUST be completed prior to attending the classes.
- All transport, parking, and accommodation are excluded.

Booking and reservation policy

Training seats are reserved on the receipt of a full payment.

Refunds for changes or cancellations

If you are unable to make it to the training and would like to make a cancellation of the booking, or change to a later course date, the following refund structure applies:

<i>Refunds are based on the following scale</i>	
Period of notice given before course start date	Cancellation and change (expressed as a % of total training price)
Over 6 weeks	10%
29 – 42 days	50%
15 – 28 days	75%
0 – 14 days	100%
Any refund applicable is by method of payment	

General

- Invoices shall be issued upon receipt of a payment.
- Full Payment is required prior to course commencement.
- No refund will be offered for students who do not attend or partially attend the course.
- No refund will be offered for students who do not achieve a passing grade for the course.
- We reserve the right to cancel the course at any time due to unforeseen circumstances that prevent the allocated trainer from attending the course or venue.