

Course Cancellation Policy

1. All cancellations must be sent in writing by email to Violeta at: i2learningsolutions@gmail.com
2. Cancellations received **29 calendar days** or more before the course start date will be entitled to a full refund, minus a £20.00 administration fee.
3. Cancellations received **between 15 and 28 calendar days** (inclusive) before the course start date will receive a 50% refund of the course fee, minus a £20.00 administration fee.
4. Late cancellations received **between 1 day and 14 days** (inclusive) prior to the course start date, will have no refund given.
5. Failure to attend the course on the day will be treated as late cancellation and no refund will be given.

Please note: every effort will be made to avoid unnecessary changes to course arrangements. In the unlikely event that a course has to be cancelled or its date altered, a full refund will be offered to all course participants.

Should you have any questions please do contact Violeta at:
i2learningsolutions@gmail.com