

# CANCELLATION POLICY

All Palliative Care Massage Training courses are subject to the Cancellation Policy, without exception.

The deposit of \$75 is non-refundable and secures your booking for your chosen course. We suggest that prior to registering, you read all of the course information carefully, as the deposit will not be refunded under any circumstances.

Full payment of the course fee is required four weeks prior to the commencement date. An invoice will be forwarded to you prior to the due date.

Step 1. Register and pay \$75 deposit to secure your booking

Step 2. Pay balance four weeks prior to the course date

Step 3. Attend course

Your registration will become invalid if:

- a) We do not receive your deposit of \$75 to secure your booking at the time of registration
- b) You do not pay the balance of the course fee by the due date (four weeks prior to the commencement of the course)

**Please notify us immediately if you are unable to attend the course.**

You may request a transfer to another course date. Whilst we will endeavour to accommodate your request, this may not always be possible due to other bookings. You have four weeks prior to the commencement date to change your course date preference, and the course will need to be undertaken within 12 months.

If notification is received less than four weeks prior to the course date, and the balance of the course has been paid, you may apply to transfer your booking to another course in the following circumstances:

- medical condition supported by a doctor's certificate
- illness of immediate family member supported by a doctor's certificate.

Please note that under all circumstances, a refund will **NOT** be issued.