

## CANCELLATION POLICY

### PAYMENT TERMS

Upon receipt of your registration you will receive a confirmation. The course fee must be paid before the start of the course.

### CANCELLATION BY STUDENT

Should you be unable to participate in the course for which you have registered, you must provide it in writing. You can cancel your subscription within 7 working days from the date of registration.

After these 7 days, the cancellation policies in effect is as follows:

- Cancellations can only be made in writing (letter, e-mail). A cancellation is not effective until it is confirmed in writing by Signalutions bv.
- Cancellation is free of charge until 4 weeks before the course date.
- If canceled 4 to 2 weeks before the start of the course fee is refunded, reduced by 20%;
- Cancellations within 2 weeks before (or after the start) will not be refunded of the course fee (you must pay 100% of the course fee). However, you retain the right to participate in another course (for a possible fee of any additional costs)
- You may send a replacement if you are unable to attend yourself. Then please give the details of the replacement attendee.
- For multi-day courses you will pay the full course fee, even if you are not able to attend all training days.

### CANCELLATIO BY SIGNALUTIONS BV

In case of Force majeure Signalutions reserves the right to cancel a course (eg insufficient participation to organize a course cost recovery or illness of the instructor). The students enrolled will be notified immediately of this decision and the already paid course fees will be refunded in full within 5 working days.

