

Terms and Conditions

Fees

1. The course fee covers the provision of the course, all written materials and light refreshments and lunch for one participant.
2. English UK reserves the right to refuse entry if payment has not been received in full by the course start date.

Refund Policy

3. ENGLISH UK will refund fees in full in the unlikely event of the course not going ahead
4. ENGLISH UK will refund fees in full if the participant cancels 21 days before the event
5. ENGLISH UK will refund 50% of the fees if the participant cancels more than 14 days before the event
6. ENGLISH UK will not refund fees if the participant cancels less than 14 days before the event. A substitute may be sent on the course
7. Notice of cancellation must be received in writing

Important note

8. By signing this form, the applicant confirms that s/he has received and read a copy of the course programme.
9. Please keep a copy of this form as a record of your booking. Official confirmation will be sent to you.

Signed _____

Date _____

Please return the completed registration form by post/fax/email to:

Beth Macchi,
ENGLISH UK,
56 Buckingham Gate,
London
SW1E 6AG
Tel: 020 7802 9200
Fax: 020 7802 9201,
Email: training@englishuk.com
Web: www.englishuk.com/training