



EMPLOYER SERVICES

Dorset Training Academy

Refund/Cancellation Policy

No notification received.	Cancellations made within 48 hours of the training date:	Cancellations made within 3 - 6 days of the training date:	Cancellations made 7 days or more in advance of the training date:
No refund will apply	No refund will apply, but an automatic transfer to next available course date will be available	A refund will apply minus a £20 administration fee	A full refund will apply

*** In the unlikely event that the College cancels a course, a full refund will apply if the alternative dates provided are unsuitable.**