

Course Cancellation Policy

Please note that by booking onto a BWB course you agree to abide by all the terms and conditions detailed. It is the individual's responsibilities to read the terms and conditions of BWB's courses.

1. Payment

Payment is to be made when booking onto a course and must be received before attending the course. Places will not be confirmed until full payment has been received.

2. Cancellations

BWB adheres to a strict cancellation policy. Administration fees where billed are non-refundable.

2.1 Cancellation of a course by BWB

BWB reserve the right to cancel the course at any time, this may be due to a lack of candidates, tutor illness, bad weather, etc. Cancellation of a course by BWB will result in a refund being made or a credit note for future BWB courses, valid for up to 12 months.

2.2 Cancellation of a course by Candidate

Candidate fees are non-refundable in the event of cancellation by the delegate within the below time frames. This policy applies to any candidates cancelling a place on a BWB course, whether this is due to weather, transport or any other personal circumstances.

- Cancellation more than 40 days prior to date of course = no charge
- Cancellation more than 30 days prior to date of course = 25% of total fees
- Cancellation fewer than 30 days but more than 15 days prior to course = 50% of total fees
- Cancellation fewer than 15 days prior to course = 100% fees

Consideration will be given to candidates who, for health reasons are unable to attend and require a transfer to another course. A letter from a doctor or medical professional must be supplied as proof.

2.3 Cancellation of a Course by the Course Organiser

Cancellation of a course by the course organiser of a Closed Course at any time will result in the following cancellation fees:

Cancellation more than 40 days prior to date of course = Relevant BWB Admin Fee

Cancellation fewer than 30 days but more than 15 days prior to course = Relevant BWB Admin Fee and 50% of tutor fees

Cancellation fewer than 15 days prior to course = Relevant BWB Admin Fee and 100% of tutor fees.

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