

## International School of Kundalini Yoga 34 Culver Road Newbury Berkshire RG14 7AR

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## Learner Refund policy and procedure

All fees paid are non-refundable other than in exceptional circumstances as follows:

- a) Where a course is cancelled by i-SKY prior to commencement date
- b) Where a learner advises of their withdrawal in writing 28 days or more before the commencement of the course a full refund less an administration fee
- c) \*Where a learner does not attend the first part of the course, a refund of 75% of tuition fees less an administration fee is payable on written application
- d) \*Where are learner is unable to continue due to ill health at any point during the course, a refund pro-rata for non-attendance less and administration fee is payable on written application with supporting medical evidence
- \* To be eligible for a refund (c and d) learners must apply in writing within two weeks of course commencement or four weeks of last attendance.