



CANCELLATION POLICY

The organizer reserves the right to cancel, postpone or change the venue, date and time of the course should unforeseen circumstances occur. In the event the course is unable to proceed and the organizer cancels the course for any reason whatsoever, fees paid for the course shall be fully refunded. The organizer shall not be liable for any direct, or indirect, consequential or special damages that may be incurred due to such cancellation, including, but not limited to, airfare, hotel expenses, cancellation penalties and any other private expenses.

Should the participant cancel his/her registration/participation in the course or is unable to attend the course due to any unforeseen circumstances, the following shall apply subject to the participant's notification of such cancellation to the organizer in writing:

If notification of cancellation is given more than 6 months prior to the start of the course, fees paid for the course shall be fully refunded, subject to a deduction of SGD135 / USD 100 / MYR 500 (depending on the course fee's currency) for administration and bank charges.

- If notification of cancellation is given 4 – 6 months prior to the start of the course, 75% of fees paid for the course shall be refunded.
- If notification of cancellation is given 2 – 4 months prior to the start of the course, 50% of fees paid for the course shall be refunded.
- If notification of cancellation is given 1 – 2 months prior to the start of the course, 25% of fees paid for the course shall be refunded.
- If notification of cancellation is given less than 1 month prior to the start of the course, there shall be no refund of any fees/money paid for the course.

Group discount is offered on the basis that the entire group is registered together in one group booking. Accordingly, your group booking can only be cancelled in its entirety, but not cancellable on an individual basis. Individual participants can be amended prior to the event date. Please inform us of any such amendment prior to the event date. Only those individuals whose names are registered will be admitted into the event.

The organizer reserves the right to amend or substitute any of the above from time to time as they deem fit.