

Cancer Touch Therapy Training

Conditions of Registration

- Course fees are payable in advance.
- Payment is required 14 days from invoice or before the training start date, whichever is earliest.
- If payment is not received within 14 days or before the training start date your place on the course could be at risk and you will still be liable for full payment of the course.
- If there are insufficient bookings for a course Compton reserves the right to cancel. Where possible this decision will be taken no later than 1 week before the course date and all potential participants will be informed as soon as possible and either booked on the next available course or offered a full refund.

Cancellations

- Should you wish to cancel your booking please do so by email learning@comptoncare.org.uk within 5 working days prior to the course date.
- A change of delegate's name will be accepted at any time with no cost incurred.

Cancellation Fees

Cancellation fees are charged as below:

Days prior to course	% Returned
More than 11 Working Days	100%
10 - 6 Working Days	50%
5 - 0 Working Days	0%

- A cancellation fee of 100% of the course fee will apply if the applicant cancels within 5 working days prior to the course date or does not attend.

Refunds

- Where a delegate does not attend a course without cancelling in advance, the charges are non-refundable.
- Refunds cannot be offered for cancellation within 5 working days of the course start date, or for non-attendance.

Data Protection

- Compton Care maintains databases for course management and marketing. Contact details are held and may be used as a basis for a mailing list to promote future courses (this information is not made available to other organisations).

- This is a full 3-day course which requires attendance on all three days and as such certificates can only be issued if this requirement is fully met.
- It is the applicant's responsibility to arrange for study leave / fees from their place of work where necessary.
- It is the responsibility of the applicant to ensure that entry requirements are met.