



## Refund Policy – 2016

Australian StillPoint Institute (ASI) Short Courses (Mahat Meditation, ITA Electives, Lifecycles and Unifying the Minds) there will be NO refunds offered on deposits or full payments.

All online courses are non-refundable.

ASI Extended Training Programs - ITA Tier 1, ITA Tier 2 and ITA Tier 3 courses, all deposits are strictly non-refundable.

Once the balance of course fees have been paid, in the event of cancellation, refunds will be granted if notice of intended cancellation is received and granted no less than 30 days before the course commencement date. The balance will be refunded, less the non-refundable deposit and administration fee of \$100. Intended cancellations received less than 30 days before course commencement will not be entitled to a refund. Consideration may be granted at the discretion of ASI if the student can provide a medical certificate or is able to provide evidence of extreme personal hardship.

Students of ASI Extended Training Programs are entitled to transfer funds to a future ASI course scheduled to commence within 365 days of the original course booking if cancellation occurs no less than 14 days before course commencement. An administration fee of \$100 will be charged for this.

Once training has commenced no refunds will be made available to students who leave prior to course completion. Consideration may be granted at the discretion of ASI if the student can provide a medical certificate or is able to provide evidence of extreme personal hardship.

Should ASI cancel a short course for any reason, students are entitled to a full refund or can choose to transfer funds to another ASI course. Transfers are valid for 365 days from date of cancellation.

For ASI Extended Training Programs ASI will endeavour, to the best of their ability, to provide the agreed upon training and (if relevant) assessment. If for unforeseen circumstances ASI is unable to fulfill their obligation then a 50% refund will be offered to the student less a \$100 administration fee.