

## **Rigpa Brisbane – refund policy**

### **Cancellations**

If you cannot attend a workshop or course, a full refund will be given when cancellation is notified at least 3 days prior to the starting date of a one-day workshop, and 10 days prior to the start of a 10 week course.

All refunds are processed within 2 weeks of written notification of cancellation.

If you want to defer a workshop or course, we will be happy to credit your enrolment to another workshop or course of the same (or similar) content. An administration charge of \$ 25 will be made if the change is notified less than 24 hours prior to the workshop or course commencement date.

No refunds or credits will be awarded if you do not make contact with us within 3 days of the start of a one-day workshop, or within 10 days of the start of a 10 week course you paid for. If you register less than 3 days in advance of a one-day workshop, or less than 10 days in advance of a 10 week course, and you cancel, there is no refund.

Workshop or course deferral/credits are valid for up to 12 months from the date of the initial workshop or course.

Please email us at [brisbane@rigpa.org.au](mailto:brisbane@rigpa.org.au) to advise of any issue with your course enrolment.