



Cancellation Policy

- The reflection period is 14 days, counted from the date of registration.
- If you register within 14 days before the start of the course, you agree that the reflection period applies until the moment the course has started.
- Cancellation is only possible in writing (letter, email).
- Cancellation is free of charge up to 4 weeks (=28 days) before the start of the course date.
- When you cancel 4 to 2 weeks (=28 to 14 days) before the start of the course you will have to pay 50% of the amount due.
- When you cancel within 2 weeks (=14 days) before the start of the course or after the course has started you will have to pay 100% of the amount due.
- You may send a replacement when you're not able to attend the course yourself. Please inform our secretary's office of the name of your replacement. You will still be responsible for the amount due for the course.
- For courses of more than one day, you owe the full amount, even if you haven't been able to attend all course days.
- This also is the case if you have agreed to pay in installments.
- International Lectures reserves the right to cancel a course if the number of registrants is insufficient. We will indicate in time to the students that have already registered that there might be a possibility, we will have to cancel the course. The final decision will be communicated at least 7 days before the start of the course.
- If International Lectures, unfortunately, has to cancel the course you will get a refund of the complete course fee you have paid. Cancellation will be mentioned on the website. Participants will also be informed by mail.
- A cancellation is only valid when International Lectures has confirmed this by email, together with the associated credit invoice. Should you not have received our confirmation of cancellation within 10 days after you have sent us your cancellation mail, please contact us.