

We understand that sometimes plans change. Our cancellation policy ensures clarity and fairness for all students. Please review the terms below before booking your training course.

Cancellation & Rescheduling

1. Cancellation by the Student:

Notice of 5 business days or more:

- Full refund of course fees.
- Alternatively, you may reschedule to a later date at no additional cost.

Less than 5 business days notice:

- A refund will be issued, less a \$100 cancellation fee.
- You may reschedule, subject to availability and a \$50 rescheduling fee.

2. No-Show Policy:

- If you fail to attend on the day of training, no refund will be issued.

3. Cancellation by K & T Training & Assessing:

- If we need to cancel or reschedule the course due to unforeseen circumstances, we will offer you a full refund or provide an alternative date that suits your availability.

Refunds

All refunds will be processed within 5 business days of receiving your cancellation request.

How to Cancel or Reschedule

To cancel or reschedule your booking, please contact us at:

- Phone: 0428603046
- Email: admin@kttrainingassessing.com.au

Please include your full name, course date, and the reason for cancellation or rescheduling.