What happens if I cancel my registration on a PsyAsia training course?

Training FAQs · https://psyasia.com/kb/what-happens-if-i-cancel-my-registration-on-a-psyasia-training-course/

In-person Training Courses

For clients who make a confirmed booking on this site but decide before payment to withdraw their place (not pay), an admin/withdrawal fee of 10% of the invoiced amount will apply. **Please do not make any booking unless you have confirmed funds and approval to attend.**

For clients who cancel their course place after payment, the following terms will apply:

► All **discounted tickets**: **No refunds**, but substitutes are permitted for all ticket types

Rack Rate Tickets without Discount:

► *Cancellations made more than 45 days before the course goes ahead: 50% refund

► *Cancellations made 45 days or less before the course goes ahead: no refund

Please note that we are **always happy to accept substitute course participants without additional fee**. In exceptional circumstances (e.g., illness supported by medical certificate) we will transfer delegates to the next available course upon payment of a transfer fee equivalent to 35% of the originally paid fee. This fee helps to cover venue fees payable to the hotel or training room provider as well as fees for the course materials produced for the said delegate.

**If the cancellation results in lowering the number of attendees on a group booking to below the discount threshold, any discounts for remaining delegates will be cancelled and refunds (if any) will be calculated based on the revised invoice and actual fee paid.*

Online Training Courses

PsyAsia International does not entertain refunds for any of our online training courses. If you registered for a Supported Mode course, you may move to Independent Mode at any time, free of

charge. The difference in price is not refunded. We cannot move you to a later Supported Mode intake, because these run only occasionally, but we will accept a substitute student in your place.

We will consider a complimentary extension or other help in the case of medical issues or other emergencies, provided you send us evidence such as a medical certificate.