

Bowen College Refund and Cancellation Policies

Refund Policy for Practical Courses

Because Bowen College UK enlists the best instructors, who often must be flown in to teach courses, as well as manage their own practises, we have strict withdrawal, notification and refund policies.

We strongly recommend that you take out cancellation insurance which will cover your course fees should you need to cancel for health reasons.

Full Refund within 14 days of Purchase

A student will receive a full refund of course payment if it is requested up to 14 days after the purchase of the course. If a student books onto a course taking place within 14 days of the booking, then no refund will be issued.

Request to amend or cancel a booking

A request to amend a booking may be subject to an administration fee of £100 and availability.

If a student wishes to amend a course booking to a different course, this may be done once with a minimum of 30 days' notice before the original course start date.

Refunds for Accommodation

Accommodation fees are not transferable. No refunds are issued for accommodation charges if a student cancels or transfers to a different course.

Refund Policy for Web Based Courses

Once the student has accessed any of the course materials, no refund will be given. If the student wishes to cancel the course registration, this must be done before the course materials have been accessed and within 14 days of purchasing the course.

Requests for cancellation should be made by email to info@bowencollege.org.uk

Refunds for web-based courses are subject to a 20% administration fee.

Refund Policy for Certified Bowen Healthcare Therapist (CBHT) Core Programme Fees

A student will receive a full refund of CBHT Core Programme fees if a written withdrawal is requested up to 14 days after the purchase of the programme.

The CBHT core programme requires attendance at a number of Healing Accelerator workshops.

CBHT Core Programme fees are payable in advance of the first Healing Accelerator workshop. If a student is unable to pay the full programme fee in advance, an instalment plan may be agreed.

Once the CBHT Core Programme is paid in full, and a student wishes to withdraw from the programme, they may do so providing that they have not booked or attended any Healing Accelerator workshops and have not accessed any of the web-based course materials. In this instance the full programme fee less a £100 administration fee, and any other applied discount, will be refunded.

Once a student has booked on a Healing Accelerator workshop the following refund structure will apply:

Up to and including 31 days prior to the commencement of the Healing Accelerator workshop:

- If the student wishes to change a course booking to an alternative Healing Accelerator workshop, this may be done **up to** 31 days before the original course date booked, and will be subject to availability and on payment of a £100 administration fee.
- If the student wishes to withdraw from the programme entirely, **up to** 31 days before the commencement of the first Healing Accelerator workshop date, the programme fees less a £100 administration fee, and any other discount applied, will be refunded.

Less than 30 days prior to the commencement of the Healing Accelerator workshop date:

- If the student wishes to transfer to an alternative Healing Accelerator workshop **within** 30 days of the original course start date, this will only be granted on one occasion and will be subject to availability and on payment of a £100 administration fee.
- If the student wishes to withdraw from the programme entirely, **within** less than 30 days of the commencement of the first Healing Accelerator workshop date, the programme fees less a £500 administration charge, and any other discount applied, will be refunded.

Once the student has attended one or more Healing Accelerator workshops or accessed the web-based course materials, no refund of the programme fees will be given.

Payment Plan Policy

Payment Plans for the CBHT Programme are made available on request and subject to individual agreement. Bowen College UK retains the right to refuse requests for a payment plan option.

Payment plans are not to exceed 18 months from the start of the initial payment.

An initial payment of a minimum of 10% of the total programme fees must be paid at the time of booking.

All payment plans are subject to a penalty £50 per month when a payment is more than 30 days late. It is the student's responsibility to contact Bowen College UK if there is a late payment. Charges will be applied to the account automatically.

If a payment plan is not honoured within the time frame originally agreed upon, a student may request a change of payment plan. Their plan can be re-evaluated and adjusted subject to an administration charge of £50 in addition to all other stipulations as outlined in the refund and payment plan options.

The student may complete the required courses and practical assessments before the payments are complete, however the total CBHT Core Programme fee must be paid in full before the student will be permitted to apply for the final CBHT examination and/or certification.

If the student withdraws from the CBHT Core Programme that is subject to a payment plan, they may do so providing that they have not booked or attended any Healing Accelerator workshops and have not accessed any of the web-based course materials. In this instance, the sum of any instalments made, less a £100 administration fee, and any other discounts applied, will be refunded.

Up to and including 31 days prior to the commencement of the Healing Accelerator workshop:

- If the student wishes to change a course booking to an alternative Healing Accelerator workshop, this may be done ***up to*** 31 days before the original course date booked, and will be subject to availability and on payment of a £100 administration fee.
- If the student wishes to withdraw from the programme entirely, ***up to*** 31 days before the commencement of the first Healing Accelerator workshop date, the programme fees less a £100 administration fee, and any other discount applied, will be refunded.

Less than 30 days prior to the commencement of the Healing Accelerator workshop date:

- If the student wishes to transfer to an alternative Healing Accelerator workshop **within** 30 days of the original course start date, this will only be granted on one occasion and will be subject to availability and on payment of a £100 administration fee.
- If the student wishes to withdraw from the programme entirely, **within** less than 30 days of the commencement of the first Healing Accelerator workshop date, the programme fees less a £500 administration charge, and any other discount applied, will be refunded.

If the sum of any instalments made is greater than £500 then any additional sum will be refunded, less any other discount applied. If the sum of any instalments paid is less than £500, the remaining amount will be payable on withdrawal, together with any other discount applied.

Once the student has attended one or more Healing Accelerator workshops or accessed the web-based course materials, the balance of the full CBHT Core Programme fees will be payable on withdrawal.

Cancellation Policy

If the college must cancel a course, the college is required to notify all students registered at least 14 days before the course start date.

The college reserves the right to cancel the class with less than 14 days' notice in extenuating circumstances or in the case of an emergency with the course instructor. If the college must cancel a course due to extenuating circumstances, the student will have the tuition moved forward to another course.

In cases where it is impossible to find an alternative date - the college will reimburse the course fees associated with that workshop or in person course. Bowen College UK reserves the right to change, update, or add to, all or any policies and course requirements any time without notice.