



Regional Skills Training Refund Policy

Students may be eligible for a full or partial refund of the course fee, subject to a nominal refund charge (where applicable) to cover administration costs when withdrawing from a class for one of the following reasons:

1. Regional Skills Training Pty Ltd initiated circumstances (eg class cancellation) – Full Refund – No Administration Charge.
2. Before commencement of delivery – Full Refund – Administration Charge applies.
3. After delivery commences and before 50% of the delivery concluded – 50% Refund – Administration Charge applies.
4. After 50% delivery concluded – No refund.

Where a student has purchased a text or training workbooks and subsequently cancels his or her enrolment, Regional Skills Training will not refund monies for the text unless a written request for a refund is received and we are satisfied that the text is in as-new condition.

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<i>Version</i>	1	<i>Revision</i>	1 st Issue			
<i>Location</i>	RST Central	<i>Dates</i>	30/09/2017			