

GCI Coaching Accreditation Program Cancellation & Transfer Policy

The following cancellation and transfer policy applies to the Coaching Accreditation Program:

All cancellations or changes must be requested in writing or by email to info@growthcoaching.com.au

Cancellations

- Cancellations prior to week 0 of the course attract no fees and the full course fee will be refunded.
- Cancellations after week 0 but before week 3 will attract a fee of \$500 plus GST.
- There is no refund or credit after week 3 of the course.

In the event that the course is cancelled, registrants will be reimbursed their registration fee.

Transfers

The cohort learning experience is an important aspect of this course. Please ensure that you are able to commit to the timeframe of this course prior to completing your registration.

If you are unable to attend the course you may transfer to another course, however, only one transfer is allowed. Rescheduling must take place within 12 months of initial course.

Transferring before the course starts

Transfer requests prior to week 0 of the course attract no fees.

Transferring during course

- Transfer requests after week 0 but before week 3 will attract a fee of \$200 plus GST.
- Transfer requests after week 3 will be assessed on a case-by-case basis and if approved will require the participant to join another course from week 0. A minimum transfer fee of \$300 plus GST will apply, this will be calculated based on how many modules of the course have been completed.