

EVPA CANCELLATION AND RESCHEDULE POLICY

CANCELLATION

Unless stated otherwise, the program is invoiced in one instalment before the start date. Full payment is due within 10 working days upon receiving the invoice.

Cancellation requests and any other important communication must be addressed to: trainingacademy@evpa.com.eu

You are responsible for ensuring that EVPA receives your written request. EVPA will reply with a written acknowledgement.

There is no cancellation fee for cancellations made up to 30 calendar days before the starting start date of the program. In these cases, the entire amount paid will be refunded.

Please note that there is no refund for cancellations made less than 30 calendar days before the start of the program or not made at all.

Under special circumstances, substitutions of attendee may be made within 15 calendar days prior to the start of the program and upon approval by EVPA team.

RESCHEDULING

EVPA reserves the right to cancel or reschedule courses in case of insufficient participant numbers, or for other reasons beyond our control. Should this happen, you are entitled to a full refund, but EVPA is not responsible for travel arrangements/fees or any expenses incurred by you as a result of such cancellation.

If EVPA cancels a course in which you are enrolled, you will be contacted at the email address you provided when registering, so please be sure to provide a valid email address.

SCHOLARSHIP CANCELLATION POLICY

Scholarships are transferable within your organisation. If you are unable to attend, please let us know who your replacement will be as soon as possible.

In case you are neither able to attend, nor able to transfer your scholarship and inform EVPA with less than 15 calendar days' notice, EVPA reserves the right to charge your organisation or the cost of the training [at members rate].