

## REFUNDS POLICY

### Online learning

Please note that there are no refunds for webinars or online learning modules.

### Face-to-face events

Prior to an event (excluding conferences) – Participants may cancel their registration without penalty up to seven days prior to an event.

After an event registration deadline p Cancellations received less than seven days before an event will not be eligible for a refund.

### Conferences

The cancellation policy for all conferences is clearly stated on the specific conference page.

All cancellations must be made via email to [absa@boarding.org.au](mailto:absa@boarding.org.au)

### Transfer of registration

All registrations are transferable to other IEAA members from the same organisation. Transfers should be made by the registered person via email to [absa@boarding.org.au](mailto:absa@boarding.org.au). All other registration details will be assigned to the new person unless otherwise specified.

### Cancellation of an event by ABSA

ABSA reserves the right to alter or cancel, without prior notice, any of the arrangements relating directly or indirectly to an event, for any circumstances beyond ABSA's reasonable control. This includes the cancellation of an event itself.

ABSA's maximum liability is limited to a full refund of an event registration fee. ABSA accepts no additional liability for travel, accommodation or any other additional costs incurred.

Participants are advised to email [absa@boarding.org.au](mailto:absa@boarding.org.au) prior to making any travel arrangements.

This cancellation policy was last updated on Monday 11 May 2020.