

## **Executive Education - Cancellation Policy**

## For online courses:

- Registrants will receive full reimbursement for cancellations sent in writing (email) at least 15 days before the start of a course.
- The EUI will retain the full fee for cancellations received 14 calendar days or less before the start of the course. The paid fee can be used as credit towards participation in another course within a 12-month period. There is no charge for qualified substitute participants.
- The EUI reserves the right to cancel a course up to 7 days before the expected start date. In such a case, the participants will be offered full reimbursement or the option to participate in another edition of the course or another programme at the STG.

## For residential or blended course:

- Registrants will receive full reimbursement for cancellations sent in writing (email) at least 21 days before the start of a course.
- The EUI will retain the full fee for cancellations received 20 calendar days or less before the start of the course. The paid fee can be used as credit towards participation in another course within a 12-month period. There is no charge for qualified substitute participants.
- The EUI reserves the right to cancel a course up to three weeks before the expected start date. In such a case, the participants will be offered full reimbursement or the option to participate in another edition of the course or another programme at the STG.
- The EUI will not be held responsible for any costs incurred (accommodation, travel, etc.) if, for any reason, a course is cancelled.