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## REFUNDS

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**Aim:** This document outlines the SCT refund procedure. This refund policy applies to course fees only.

### **SCT membership fees:**

These are non-refundable. The fees are set each year at the AGM.

### **SCT Course Fees:**

1. Student withdraws from the course within 8 days of online access being granted – course fees will be returned less an administration fee of 10%.
2. Student withdraws from the course within 2 months of online access being granted – course fees will be refunded less an administration fee of \$200.
3. Students withdraws from the course more than 2 months after the course start – no refund will be given. An exception to this will be made if the first and second year CCP fees have been paid up front – in this scenario the fees for the second year will be refunded.
4. If SCT is unable to provide the course for any reason, the student will be given a full refund.