



Terms and Conditions for Courses and Conferences

Payments

Payment can only be taken online with a credit or debit card. It is not possible to pay by cheque or bank transfer. It is not possible to register and pay on site.

Online payments are subject to the following payment conditions:

For conference registrations or non-selection events (i.e. where places are offered on a first come first served basis). Payment must be received as detailed on the event webpage before registration is confirmed. Admittance to the event without prior payment/proof of payment will not be permitted.

For events requiring a pre-selection process (i.e. the majority of courses), payment will be requested after a candidate has been selected and invited to register fully. The acceptance and payment for events must be received no later than 10 working days after the invitation has been issued. The programme reserve the right to withdraw the offer of a place should payment not be received by the due date.

Cancellation and refund policy

Cancellation by the attendee – onsite registration

All notices of cancellation must be sent in writing or by email to the event organiser. Cancellations with less than 30 days notice, prior to the event will incur 100% of the fee.

Cancellation by the attendee – virtual registration

All notices of cancellation must be sent in writing or by email to the event organiser. Cancellations with less than 6 days notice, prior to the event will incur 100% of the fee.

Cancellation of, or changes to, the Event

If the event has to be cancelled due to circumstances beyond the control of the event organisers, the full registration fee will be refunded. All refunds will be made to the credit or debit card used for the initial payment.

The courses and conferences programme will not liable for any extra costs incurred by delegates, such as those associated with travel, accommodation or visa applications, etc.

We reserve the right to amend the course and conference programme.

Travel visas

Visa-related costs incurred will not be reimbursed (e.g. visa application fee or embassy travel costs, etc) under any circumstances. Please note that a refund of registration fees will not be given to those whose visa application is declined if you inform us less than 30 days prior to the event (see cancellation by attendee above)

Medical insurance

Attendees must have appropriate travel and medical insurance for the duration of the event. We will not be liable for any medical costs should the attendee require hospital or medical attention nor any associated costs (travel, extra accommodation, etc).

Damage to property

If an individual causes any damage to campus property, they will be liable to pay the full cost of repair or replacement.

Your details and your data

By registering/applying for a course or conference, you have agreed that we will contact you about logistical and other information related to the event itself. We will share relevant details with course instructors or conference programme committees, when appropriate. For example, but not limited to, selecting applicants for a course or choosing abstracts for a conference, bursary application or poster prize.

For events that are co-organised with a partner, we may share your contact details with that partner.

We will not share your details with third parties unconnected to the event you have attended.

You have the option to share your details in the attendee list featured in abstract/programme book/course manual/online delegate list, which will be circulated to all attendees.

You can sign up to our marketing list to hear about future related events in our programme. Please note you can unsubscribe from our marketing emails at any time.

Attendance at Events

Attendance at all sessions of an in person or virtual course is compulsory.