



Training Courses Cancellation Policy

We understand that circumstances may change, and you may no longer be able to attend the course you've booked. If this happens, you can transfer your registration to a colleague by notifying us via email at training@geolsoc.org.uk.

If you are unable to attend and cannot transfer your place, you may transfer your registration to another course within the same year. Otherwise, the following cancellation charges will apply:

Cancellation Charges

Cancellations can significantly impact our work.

- **8 – 27 calendar days before the course start date:** 25% of the fee.
- **Less than 7 calendar days before the course start date / No-show:** 100% of the fee.

The Geological Society is a registered charity. We compensate our convenors / speakers for the time they spend preparing and delivering course materials.

Lack of Minimum Delegates

To ensure the best possible learning experience, **a minimum number of delegates** is required for each course. This minimum may vary depending on the course topic.

If the minimum participant threshold is not met, the Geological Society reserves the right to cancel the course. In such cases:

- Delegates will be notified of the cancellation no later than **48 hours before the course's scheduled start date**.
- Delegates will have the option to transfer to the **next available course date**.
- If unable to attend the alternative date, delegates will receive a **full refund**.

We deeply appreciate your understanding and continued support and look forward to meeting your future training needs.

If you have any questions about our cancellation policy, please contact us via email at training@geolsoc.org.uk.