

## **Scottish Fisheries Coordination Centre (SFCC) Course Cancellation Policy**

### **Candidates**

SFCC are aware that in certain circumstances, you may need to cancel your enrolment from a course or workshop. If you are unable to attend or no longer require a place, please provide a cancellation notice at least **14 days** prior to the course start date to receive a full refund. Failure to provide sufficient notice will result in you being charged the full course/workshop fee.

If, however, you nominate someone else to attend in your place, you will not be charged extra.

### **How to cancel your attendance**

To cancel your attendance, please either email Sean at [sean@fms.scot](mailto:sean@fms.scot) or Leanne at [leanne@fms.scot](mailto:leanne@fms.scot)

### **Late cancellations/non-attendance**

If a non-attendance occurs on the day of the course, you will be charged full price of the course and therefore will not receive a refund.