

Terms and conditions of booking



Changes to published course information

Details of courses are correct at the time of publication, but the Museum reserves the right to make any necessary changes to the programme. Students booked on affected courses will be notified at the earliest opportunity.

Payment for courses

Course places must be paid for at the time of booking. Your place is not secure until paid for in full.

Cancellation of course by the Museum

If your course is cancelled by the Museum, you may either

- use your fee towards the cost of another course
- have a full refund of any course fees paid

Cancellation of booking by student

If you have to cancel your booking, please inform the Museum office as soon as possible by telephone and confirm in writing or by email.

If you cancel your booking **more than four weeks** before the course start date, all fees paid will be refunded.

If you cancel your booking **less than four weeks** before the course start date, fees paid will not be refunded.

Transferring to another course or alternative date

It is **not possible** to transfer your booking **less than four weeks** before the course start date.

Non-attendance

If you do not attend a course that you are booked on for any reason you will not qualify for a refund or credit.

Course participants

Course participants must be aged 16 years and over. If participants are under 18 years old they must be accompanied by an adult (18 years and over) who must take a full price place on the same course.