Refund Policy

1. Your Right to Cancel

1.1 Under UK consumer law, you have the right to cancel your course booking and receive a full refund at any time during the 14 days following the day on which you accept your offer of a place on the course. This is often called “the cancellation period”.

1.2 If you want to cancel your course booking, please write an email to international.summerschool@liverpool.ac.uk. You should tell us clearly that you want to cancel your booking and give the following information:
   - Your name
   - Your University
   - The date you are due to start and end your course

You do not need to tell us why you want to cancel your booking. We cannot accept cancellations over the telephone or in person. It is your responsibility to keep a record of when and how you asked for a cancellation.

1.3 When we receive your confirmation that you would like to cancel your booking, we will process the necessary refund and send it to you as soon as possible and normally within 14 days of receiving your notification of cancellation. Your refund will be made in the same way that you originally paid for your fees.

2. Refunds of Course Fees after the Cancellation Period

2.1 We will give you a full refund of yours fees, minus a £60 administration charge:
   - If you have paid your tuition fees in full before registration, and
   - If there is a mitigating circumstance (for example personal or family illness), and
   - If, because of the mitigating circumstance, you are unable to start your studies.

2.2 We will make a refund with no administration charge in the case of your visa application being rejected, and in this case we require some documentary evidence that you made the correct visa application and that its refusal is the reason for your non-attendance on the course.

3. Additional Help and Advice

International Summer School

Students should contact the International Summer School if they have any queries relating to application, payment of tuition fees or cancellation of booking.

Telephone: +44 (0)151 794 2546
Email: International.summerschool@liverpool.ac.uk
Website: www.liverpool.ac.uk/internationalsummerschool