

## **Conference/workshop - Changes/Cancellations Policy**

Cancellation of conference/workshop registrations must be received by email to [info@sixthformcolleges.org](mailto:info@sixthformcolleges.org)

### **2 day residential conferences**

If the SFCA receives your cancellation less than 21 days before the conference start date, you will not receive a refund.

### **1 day conferences/workshops/seminars**

If the SFCA receives your cancellation less than 14 days before the conference date, you will not receive a refund.

'No-shows' will not receive a refund.

Name changes and substitutions can be made any time prior to the conference start date by email: [info@sixthformcolleges.org](mailto:info@sixthformcolleges.org)