



# ICF ACC Programme

## Terms and Conditions of Payment

### Enrolment Procedure

A representative of The Coaching Revolution will have detailed discussions with individuals interested in taking part in the program. When the individual decides to take part, an agreement is sent for signature and a course programme start date agreed.

The individual will be sent information outlining the course programme schedule and activities prior to the start date.

### Payment Of Fees

All program students will have paid program fees in full or committed to a payment plan prior to their scheduled course start date. These tuition fees are for the scheduled course program provided by The Coaching Revolution.

All exam and other fees associated with ICF accreditation are the responsibility of the student.

### Withdrawals And Refunds

The Coaching Revolution recognises that on occasion students who have enrolled on a course may due to unforeseen circumstances need to withdraw. In such circumstances, at the discretion of the Coaching Revolution, monies paid will be returned or held on account for a future programme. An administration fee of £250 will be deducted from the monies paid.

In the event that the student is unable to complete the scheduled course The Coaching Revolution will, on a case by case basis, consider returning the remaining monies or hold on account for a future programme. An administration fee of £250 will be deducted from the monies paid.