

Please complete in BLOCK CAPITALS

Title: \_\_\_\_\_ First name: \_\_\_\_\_ Last name: \_\_\_\_\_

Please tick the appropriate box and enclose a copy of m Sgoi tgo g o A



1.6 If COLS is unable to run or cancels any Professional Legal Training you purchase for the reasons listed in paragraphs 7.1.4 or 7.1.5 you will be notified at the earliest opportunity and COLS will provide you with an alternative date where possible. Please refer to paragraph 7.3 which sets out what refund you may be entitled to receive if the alternative date is not suitable for you and you wish to cancel.

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courses to \_\_\_\_\_ You may request a model cancellation form by email from \_\_\_\_\_ or \_\_\_\_\_ for ACTAPS courses.

5.7. The date on which we receive your request to cancel your contract with us will be the date of cancellation. If you cancel by email, we will send an acknowledgement email for your cancellation request by email within 14 days of receiving your request to cancel.

5.8. If you tell us you want to cancel within the Cooling Off Period and your Professional Legal Training has not yet started, we will refund to you in full any part of the Professional Legal Training fees that you have already paid.

5.9. You will not be responsible for paying any further sums to us.

5.10. If you tell us you want to cancel within the Cooling Off Period but:

5.10.1. after your Professional Legal Training has already taken place, you will be liable to pay the full fees and will not be entitled to any refund; or

5.10.2 any part of your booked Professional Legal Training has already started (but is not yet finished), you will be liable to pay a proportionate amount of your fees commensurate with your attendance on any Professional Legal Training you booked and any materials you have already received, up until the time that you tell us that you wish to cancel. COLS will provide you with a breakdown of how a refund (if any) is calculated and there is no right to appeal your refund amount. This will only apply if you have booked a number of courses as a 'package'. You may only receive a refund for any courses you have not attended.

5.11. Except as we have explained above, you will not be responsible for paying any further sums to us.

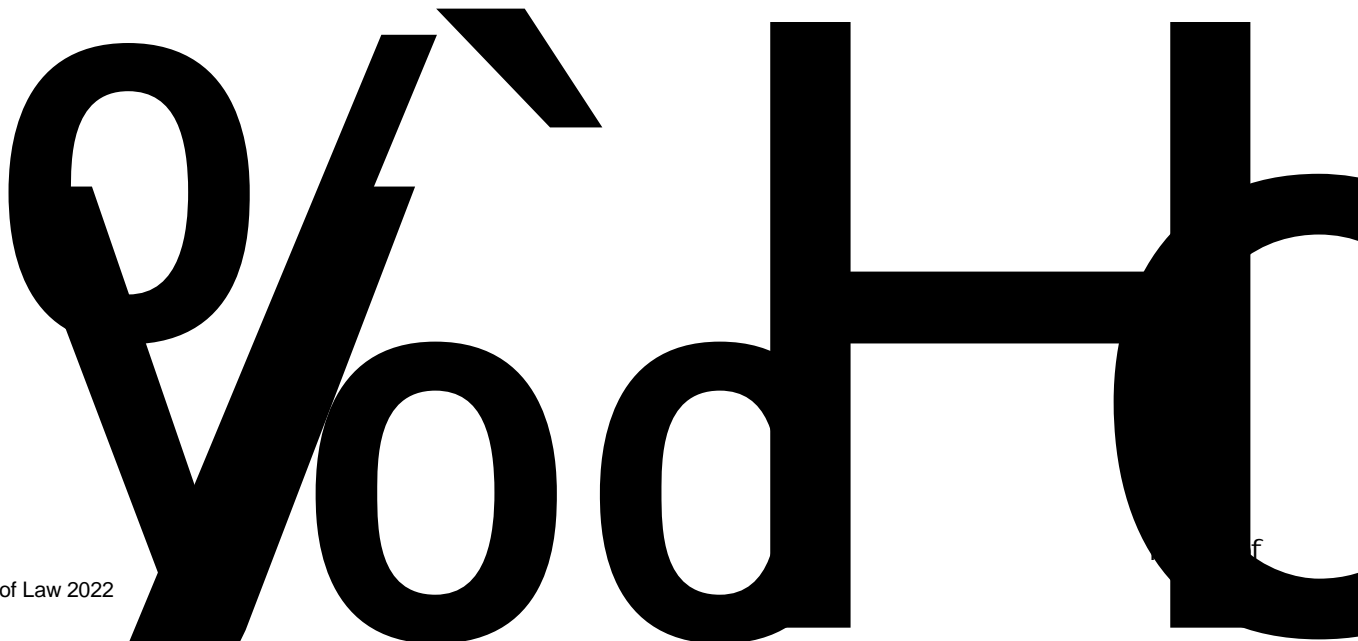
5.12. Where we need to refund any payments (in full or in part) that you have already made to us, we will do that using the same means of payment as you used to pay us.

6.1. To bring your contract with COLS to an end and cancel your place on your Professional Legal Training outside of the Cooling Off Period:

6.1.1 you (or your sponsors) must send an email to \_\_\_\_\_ or,

6.1.2 for ACTAPS courses, you or your sponsors must send an email to \_\_\_\_\_

6.2. Please note that you can only end your contract with COLS and cancel your place on your Professional Legal Training by emailing COLS as explained in paragraph 6.1. You cannot end \_\_\_\_\_  
to \_\_\_\_\_ly place o u



Off Period but some or all of your booked Professional Legal Training has taken place.

commensurate with how much of the Professional Legal Training you have attended, how much has already taken place, any materials you have received and any other costs COLS has incurred that are associated with your Professional Legal Training.

(COLS will provide you with a breakdown of how the refund (if any) is y) is





