

Refund Policy

The procedure for clients/ students/companies to request a refund is set out as follows:

If any student or company deposit money into PCITA's account for the following reasons,

- Paid into the wrong account,
- Paid the incorrect total that was invoiced/over payment
- cancellation of course in advance
- course has been postponed

PCITA will refund eligible fees within 21 – 30 days after notice has been given. PCITA will need proof of bank account to make sure it is being paid into the correct account.

No refund will be made if the student has already attended the course or did not notify the Academy of any cancellation beforehand.

Full refund depends on the circumstances of each case. The client must apply for the refund in writing and the reason for the refund must be clearly given.