



Last Revised: 17th July 2023

## **Policy: Paying for Courses in Installments**

### **Terms & Conditions**

At benchspace Cork, we understand that upfront payment for courses may not always be feasible for everyone. To accommodate different financial situations, we offer the option to pay for our courses in installments. We aim to provide a flexible payment solution that aligns with your needs while ensuring a smooth and enjoyable learning experience.

#### **Installment Plan Tailoring:**

Before the course begins, we will work closely with you to customise an installment plan that suits your specific requirements. Usually courses are paid in 3 installments unless otherwise specified.

#### **Payment Completion:**

All installment payments must be completed **2 weeks** before the course start date. It is essential to ensure that all financial obligations are fulfilled to secure your enrollment. Failure to complete payments will result in the cancellation of your enrollment and forfeiture of any previously paid amounts.

#### **Cancellations, Refunds, and Transfers:**

Those who choose to opt to pay by installments are bound to the terms and conditions set out in this policy. Those who pay up front for courses are bound by the terms and conditions outlined on your website and not this policy.

Please note that once you have enrolled in a course and initiated the installment plan, cancellations, refunds, postponements or transfers to another course are not permitted. Therefore, it is important to assess your availability and commitment before proceeding with enrollment.

#### **Clear Communication:**

We value transparent communication and encourage you to discuss any concerns or difficulties you may encounter during the installment payment process. If you anticipate challenges in meeting the payment schedule, kindly reach out to our support team at the earliest opportunity. We will make every effort to assist you and explore potential solutions to ensure a successful completion of the payment plan.

**Commitment to Quality:**

By offering the option to pay in installments, our aim is to make our courses accessible to a broader range of learners. However, we are committed to maintaining the highest standards of instruction, and your commitment to completing the payment plan demonstrates your dedication to the course. We appreciate your understanding and cooperation in this matter.

By opting for our installment payment plan, you acknowledge and agree to the terms and conditions outlined in this policy.

If you have any questions or require further clarification regarding our installment payment policy, please do not hesitate to contact our support team. We are here to assist you throughout your learning journey.

Thank you for choosing benchspace!