

Australian Institute of Soft Skills Training



AISS Training
Real Training for Real People

Refund Policy

A 100% refund will be made when a course is cancelled by any participant 14 days or more prior to the course commencement date, with a 50% refund to be made 7 days prior to course commencement.

Participants will be required to give the Australian Institute of Soft Skills Training 3 business days notice in advance if they need to reschedule their booking.

No refund will be available for courses cancelled on the day of the course, or after the course date due to non-attendance.

Participants will be required to have fully completed the registration process with full payment having been made (unless agreed with the Australian Institute of Soft Skills Training prior to the commencement of the training course).

Participants will be required to dress in casual business attire and behave in a manner that befits a typical workplace.

Participants will be required to arrive before 11.30am to be admitted to the course, failure to do so will result in their course being void without refund at AISS's sole discretion.

Participants running late to a course due to flight delay, major traffic or personal accident etc. please call 03 6165 0562 and email info@aisstraining.com.au and leave a message explaining your current situation and expected arrival time.