



REIKI AUSTRALIA
In Touch

Business Building Terms and Refund Policy

The Business Building Pathway (the Pathway) comprises is designed to be completed online over 12 months.

Pathway fees

- Mentees must pay the unit fee in full prior to acceptance for the unit, unless they have another, previously agreed upon, payment plan contract.

Refunds

Option 1:

There is a seven-day cooling off period after the mentee has paid their fee. If the mentee withdraws from the Pathway within seven days of paying their fee, and before they have received course materials/online access (i.e., Welcome Guide, app access, information packets, etc.), they will receive a full refund.

If a mentee withdraws from the Pathway more than seven days after their fee has been paid, but before course materials/online access have been provided, fees paid will be refunded in full, less a \$350 non-refundable administration and place holder fee.

Alternatively they may have their fees transferred to the next available Course.

Option 2:

If a mentee withdraws from the Pathway after their fee has been paid, and they have received the course material, but before the end of the first month of the pathway has expired, 50% of fees paid will be refunded. This allows for administrative time, expenditure involved in the provision of materials, contracting facilitators, and place holder fee.

Alternatively they may have their fees transferred to the next available Course.

Option 3:

If a mentee withdraws from the Pathway after their fee has been paid, but before the end of the first month of the pathway has expired, they can request that their participation be **put on hold until the next Pathway commencement date**. The student should contact projectmanager@reikiaustralia.com.au for this request. The mentee may only put the Pathway on hold once.

If the mentee cannot recommence the pathway, due to no fault of their own, and with sufficient reasons, the \$350 administration fee plus a portion of the Pathways fee will be deducted. The refund will be in alignment with a percentage of the course the student has not received access to. This will be determined by Reiki Australia by emailing projectmanager@reikiaustralia.com.au

This allows for administrative time, expenditure involved in the provision of materials, contracting facilitators, and place holder fee.

Note: No refund will be provided once a mentee has begun attending live workshops or submitting items to a facilitator.