**Refund Request Form**

Use this form if you are requesting a refund for a course fee that is within the 14-day cooling off period under Consumer Contracts Regulations. You do not have to use this form to request a refund but it makes it easier to verify your request.

Your name:

Date you booked the course:

Date you are making the request:

Title of the course you are cancelling:

Total fee paid that you are requesting is refunded:

This form should be emailed to [york.learning@york.gov.uk](mailto:york.learning@york.gov.uk)