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| IFOA_logo_ | **Refund application for** **Online Professionalism Course Stage 2**  |

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| *Please complete and return this form via email to:* *memberservices@actuaries.org.uk*If you cancel your participation in the Professionalism Stage 2 course 3 weeks or more before the commencement date of the course, you will be entitled to a refund of the fee paid subject to the deduction of a 10% administrative charge and any applicable bank charges. Refunds for cancellations less than 3 weeks before the commencement date of the course, will be considered by Member Services on an exceptional basis in accordance with the same principles outlined in the IFoA’s Refund Policy under ‘cancellation after the assessment registration period has closed’. |
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| **Personal details** |
| **Name (BLOCK CAPITALS)** |  | **ARN** |  |
|  |
| **Course details** |
| **Date of course booked** |  |
| **Signature** |  | **Date** |  |

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| **Refund method****Refunds will only be made to the payer of the exam entry fee, using the same payment details.** |
| **Method of payment:** Please indicate which method of payment was originally used. |
| [ ]  | **Bank transfer** – bank details must be given |
| **Account name** |  | **IBAN\*** |  |
| **Account number** |  | **Bank name** |  |
| **Sort code** |  | **Bank address** |  |
| **SWIFT\*** |  |
| **\* These fields must be completed for refunds to overseas banks** |

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| [ ]   | **Please tick the box if you paid by card**  |