

Learner Holiday Policy

Long-term students are permitted to take short holidays during their course of study.

Students who would like to take a holiday or take some time off from their studies must inform a member of the admin office staff at least two weeks in advance. They should tell them the dates and when they plan to return. We will not offer a refund for the dates missed, but we will add them to the end of the course.

Sponsored students must inform sponsors or supervisors of their plans. They must authorise any holiday in advance in writing.

Policy updated May 2018 by Sophie Revesz