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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*](mailto: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](mailto:https://www.actuaries.org.uk/ifoa-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** |