



Coláiste na Rinne

**Polasaí Cealúcháin /
Aisíocaíochta
Cancellation / Refund Policy**

	Rialú Leaganacha	Lch 2		Version Control
1	Réamhrá	Lch 3	1	Introduction
2	Cúrsaí Cónaithe Bliana	Lch 3	2	Full Year Residential Courses
3	Cúrsaí Samhraidh	Lch 4	3	Summer Courses
4	Cúrsaí Eile	Lch 5	4	Other Courses
5	Liosta Feithimh	Lch 6	5	Waiting List
6	Athbhreithnú ar an bPolasaí	Lch 6	6	Policy Review
7	Faomhadh an Pholasaí	Lch 7	7	Policy Approval

Rialú Leaganacha

Leagan	Dáta	Cúis an Athraithe
Leagan 1	2 Meán Fómhair 2015	Polasaí Nua
Leagan 2	20 Meán Fómhair 2018	Athbhreithniú
Leagan 3	19 Feabhra 2019	Athbhreithniú
Leagan 4	22 Meán Fómhair 2022	Athbhreithniú
Leagan 5	27 Bealtaine 2023	Athbhreithniú

1 Réamhrá

Ní mór cealú ar bith a dhéanamh trí ríomhphost chuig eolas@anrinn.com i ngach cás.

Más rud é go bhfuil difríocht idir a bhfuil scríofa as Gaeilge agus as Béarla sa pholasaí seo, glactar leis an leagan Gaeilge mar an leagan cruinn agus an leagan Béarla mar aistriúchán.

2 Cúrsaí Cónaithe Bliana

- Scoil na Leanaí
- Idirbhliain

Tá táillí téarma dlite roimh thús gach téarma.

Aisíoc

- I gcás go bhfaightear cealú tráth nach déanaí ná 20 lá oibre tar éis an dáta glactha ábhartha, féadfar 75% den éarlais a aisíoc;
- Sa chás go bhfaightear cealú níos déanaí ná 20 lá oibre tar éis an dáta glactha ábhartha, ní bheidh aon aisíoc ar an éarlais ar fáil;
- Sa chás go bhfaightear cealú tar éis tús an téarma, ní bheidh aon aisíoc ar an táille téarma ar fáil.

Déanfar iarratais ar aisíoc a thagann lasmuigh de na rialacha thuas a mheas i gcúinsí eisceachtúla amháin.

1 Introduction

Cancellations must be made by email to eolas@anrinn.com in all cases.

Should there be any discrepancy between the Irish and the English version in this policy, it is accepted that the Irish version is the correct one, and the English version is provided as a translation.

2 Full Year Residential Courses

- Scoil na Leanaí
- Transition Year

Term fees are due prior to the commencement of each term.

Refunds

- Where a cancellation is received no later than 20 working days after the relevant acceptance date, 75% of the deposit may be refunded;
- Where a cancellation is received later than 20 working days after the relevant acceptance date, no refund of the deposit will be available;
- Where a cancellation is received after the beginning of a term, no refund of the term fee will be available.

Requests for a refund that fall outside of the above rules will be considered only under exceptional circumstances.

3 Cúrsaí Samhraidh

- Cúrsa A
- Cúrsa B
- Cúrsa C
- Cúrsa D
- Cúrsa H

Tá iarmhéid na dtáillí cúrsa dlite tráth nach déanaí ná 30 lá oibre roimh thús an chúrsa.

Aisíoc

- Sa chás go bhfaightear cealú tráth nach déanaí ná 40 lá oibre roimh thús an chúrsa, tá Coláiste na Rinne sásta táille iomlán an chúrsa a aisíoc lena n-áirítear éarlaisí, lúide táille riaracháin €100;
- Sa chás go bhfaightear cealú tráth nach déanaí ná 30 lá oibre roimh dháta tosaithe an chúrsa, féadfar táille iomlán an chúrsa lúide an éarlais a aisíoc;
- Sa chás go bhfaightear cealú tráth nach déanaí ná 5 lá oibre roimh dháta tosaithe an chúrsa is féidir 50% de tháille an chúrsa, lúide an éarlais, a aisíoc;
- Sa chás go bhfaightear cealú níos déanaí ná 5 lá oibre roimh dháta tosaigh an chúrsa níl aon aisíocaíocht ar fáil.

Déanfar iarratais ar aisíoc a thagann lasmuigh de na rialacha thuas a mheas i gcúinsí eisceachtúla amháin.

3 Summer Courses

- Cúrsa A
- Cúrsa B
- Cúrsa C
- Cúrsa D
- Cúrsa H

The balance of course fees are due no later than 30 working days prior to the commencement of the course.

Refunds

- Where a cancellation of a place on a course is received no later than 40 working days prior to the start of the course, Coláiste na Rinne is happy to refund the full course fee including deposits, less a €100 administration fee;
- Where a cancellation is received no later than 30 working days prior to the start date of the course, the full course fee less the deposit may be refunded;
- Where a cancellation is received no later than 5 working days prior to the start date of the course 50% of the course fee, less the deposit, may be refunded;
- Where a cancellation is received later than 5 working days prior to the start date of the course no refunds will be available.

Requests for a refund that fall outside of the above rules will be considered only under exceptional circumstances.

4 Cúrsaí Eile

- Cúrsaí d'Fhoghlaimeoirí Fásta
- Ranganna Oíche
- Ábhar Oidí
- Cúrsa Béalscrúdú Ardteiste

Tá iarmhéid na dtáillí cúrsa dlite tráth nach déanaí ná 20 lá oibre roimh thús an chúrsa.

Aisíoc

- Sa chás go bhfaightear cealú tráth nach déanaí ná 40 lá oibre roimh thús an chúrsa, tá Coláiste na Rinne sásta táille iomlán an chúrsa a aisíoc lena n-áirítear éarlaisí nuair is ábhartha.
- Sa chás go bhfaightear cealú tráth nach déanaí ná 20 lá oibre roimh dháta tosaithe an chúrsa, féadfar táille iomlán an chúrsa lúide an éarlais, nó lúide táille riaracháin €50 sa chás nach bhfuil éarlais ábhartha, a aisíoc;
- Sa chás go bhfaightear cealú tráth nach déanaí ná 5 lá oibre roimh dháta tosaithe an chúrsa is féidir 50% de tháille an chúrsa, lúide an éarlais nuair is ábhartha, a aisíoc;
- Sa chás go bhfaightear cealú níos déanaí ná 5 lá oibre roimh dháta tosaigh an chúrsa níl aon aisíocaíocht ar fáil.

Déanfar iarratais ar aisíoc a thagann lasmuigh de na rialacha thuas a mheas i gcúinsí eisceachtúla amháin.

4 Other Courses

- Courses for Adult Learners
- Night Classes
- Ábhar Oidí
- Leaving Cert Oral Course

The balance of course fees are due no later than 20 working days prior to the commencement of the course.

Refunds

- Where a cancellation of a place on a course is received no later than 40 working days prior to the start of the course, Coláiste na Rinne is happy to refund the full course fee including deposits where relevant.
- Where a cancellation is received no later than 20 working days prior to the start date of the course the full course fee less the deposit, or where no deposit is applicable less a €50 administration fee, may be refunded;
- Where a cancellation is received no later than 5 working days prior to the start date of the course 50% of the course fee, less the deposit where relevant, may be refunded;
- Where a cancellation is received later than 5 working days prior to the start date of the course no refunds will be available.

Requests for a refund that fall outside of the above rules will be considered only under exceptional circumstances.

5 Liosta Feithimh

Nuair a bhíonn cúrsa lán, is féidir áit a fháil ar an liosta feithimh don gcúrsa sin ach an éarlais a íoc.

Aisíoc

- Aisíocfar an éarlais d'áit ar liosta feithimh ina iomláine sa chás nach mbíonn áit ar fáil ar an gcúrsa;
- Roimh d'áit ar an gcúrsa a bheith ar fáil, tá cead ag iarrthoir tarraint siar ón liosta feithimh ag aon am, agus aisíocfar an éarlais ina iomláine;
- Sa chás go dtagann áit ar an gcúrsa ar fáil, agus ní ghlacfar leis an áit, aisíocfar an éarlais ina iomláine.

6 Athbhreithniú ar an bPolasaí

Athbhreithneoidh Coiste Bainistíochta an Choláiste an polasaí seo gach tríú bliain, nó comh luath agus is féidir i ndiaidh rialúcháin nó dlí nua a bhíonn tionchar aige ar an bpolasaí seo.

5 Waiting List

Where a course is full, a place on the course waiting list can be secured by paying the deposit for the course.

Refunds

- A waiting list deposit will be refunded in full where a place on the course does not become available.
- Prior to a place on the course becoming available, the applicant may withdraw from the waiting list at any time and the deposit will be refunded in full.
- Where a place on the course becomes available but is not taken up, the deposit will be refunded in full.

6 Policy Review

This policy will be reviewed every third year by Coiste Bainistíochta an Choláiste, or as soon as practicable following a new law or regulation which impacts on this policy.

7 Faomhadh an Pholasaí

Bhí an cáipéis seo faofa ag Coiste Bainistíochta an Choláiste ar an 27 Bealtaine 2023.

Síniú: 
Aonghus Ó hEocha
Cathaoirleach
Coláiste na Rinne

Síniú: 
Críostóir Ó Faoláin
Stiúrthóir
Coláiste na Rinne

7 Policy Approval

This document was approved by Coiste Bainistíochta an Choláiste on 27 Bealtaine 2023.

Dáta: 27/05/23

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