



INSTITUTE OF DIRECTORS
IN IRELAND

Chartered Director Cancellation Policy

To secure a place on any Chartered Director Programme a non-refundable deposit is required.

Once the deposit is received, we send a balance invoice with a date on which the full balance payment is due. Places will not be retained where fees remain unpaid after this date.

Withdrawal prior to Programme commencement: candidates who withdraw after a specified date, which is indicated in the letter of offer sent to you, will forfeit all fees.

Withdrawals post-Programme commencement: in the event that a participant withdraws from the programme at any point following its commencement, no refunds will be made. Non-attendance at modules will be considered to be a withdrawal.

Fees are non-transferrable to other chartered director programmes.

For any additional queries, please contact the training team on chartereddirector@iodireland.ie.