

Refund and Cancellation Policy for St. Xavier's School

Last Updated: [11-04-2025]

This Refund and Cancellation Policy outlines the terms and conditions regarding refunds and cancellations for any payments made through the St. Xavier's School, Maibang website <https://xaviersmaibang.com>. This policy applies to fees paid for specific services or events offered through the Website, such as application fees, event registrations, or any other online payments facilitated by the Website.

1. Application Fees:

- **Non-Refundable:** Application fees submitted through the Website for admission to St. Xavier's School, Maibang are non-refundable under any circumstances. This fee covers the administrative costs associated with processing the application.

2. Event Registrations/Fees:

- **Cancellation by the School:** St. Xavier's School, Maibang reserves the right to cancel or postpone any event advertised on the Website due to unforeseen circumstances, including but not limited to low enrolment, speaker unavailability, natural disasters, or other emergencies.
 - **Full Refund:** If the school cancels an event, registered participants will be eligible for a full refund of the registration fee paid through the Website. Refunds will be processed within 15 working days using the original method of payment, where feasible.
 - **Postponement:** If the school postpones an event, registered participants will have the option to either:
 - Transfer their registration to the rescheduled date at no additional cost.
 - Request a full refund of the registration fee paid through the Website. The request for a refund must be submitted in writing.
- **Cancellation by the Participant:**
 - **Refund Eligibility:** The eligibility for a refund upon cancellation by a participant will depend on the specific event and the timeframe of cancellation. This information will be clearly stated in the event details and registration process on the Website. Generally, the following may apply:
 - Cancellations made 30 days or more prior to the event: May be eligible for a full refund of the registration fee.
 - Cancellations made within 5 days of the event: May not be eligible for a refund.
 - No-shows: Participants who do not attend the event without prior cancellation will not be eligible for a refund.
 - **Cancellation Process:** To cancel a registration, participants must submit a written request.

request

3. Other Online Payments:

- For any other online payments facilitated through the Website (e.g., tuition fee, stationery fees), the refund and cancellation policy will be communicated at the time of payment. Please refer to the specific terms and conditions provided during the transaction.

4. Refund Process:

- All eligible refunds will be processed within 15 working days of the cancellation approval or the school's decision to cancel an event.
- Refunds will typically be issued using the original method of payment used for the transaction.
- Please note that the time it takes for the refund to appear in your account may vary depending on your bank or payment provider.

5. Non-Attendance:

- Unless explicitly stated otherwise in the specific event details, non-attendance at an event or program does not constitute a cancellation and will not be eligible for a refund.

6. Changes to this Policy:

- St. Xavier's School, Maibang reserves the right to modify or amend this Refund and Cancellation Policy at any time without prior notice. Any changes will be effective immediately upon posting on the Website. It is your responsibility to review this policy periodically for any updates.

7. Contact Us:

- If you have any questions or concerns regarding this Refund and Cancellation Policy or a specific transaction, please contact us at:

St. Xavier's School, Maibang

Gidingpur

+91 6003019352

maibangstxaviersschool@gmail.com

By making payments through our Website, you acknowledge that you have read, understood, and agree to be bound by this Refund and Cancellation Policy.