

## **Provision of Educational Services - Contract Cancellation Form**

**Guidance for use:** You will be able to withdraw and cancel the Contract within 14 days (**the 'cooling off' period**) from the date when you accept your place. If you cancel your contract within the above specified time frame, you will be eligible for a refund of any related fees paid to the University up to the date of cancellation, therefore it is in your interest to ensure that recorded and dated information is submitted before the end of the cooling off period.

In order to cancel the contract, you must inform the University by email to [registration@leedsbeckett.ac.uk](mailto:registration@leedsbeckett.ac.uk). This form is provided as a template for you to use in order to provide your notification. Only when official notification has been received will the cancellation be processed.

**Please complete the following information and send to:** [registration@leedsbeckett.ac.uk](mailto:registration@leedsbeckett.ac.uk)

I confirm that I wish to cancel my contract for the provision of educational services with Leeds Beckett University forthwith.

Student name:	
Student number:	
Date of Birth:	
Course Name:	
Date:	