

What if I change my mind and want to transfer or withdraw?

It is inevitable that, on occasion, someone will want to change their course of study.

While the Art School has only three undergraduate courses, it may be possible to transfer from one to another early on in the first year, depending on your previous experience, your portfolio and your aptitude. Unfortunately, if you wish to change your Masters course, you will need to make a fresh application.

If you wish to transfer, make a new application or withdraw, you should talk to the Art School as soon as possible to consider your options.

Withdrawal following registration

Following *Registration* but prior to *Enrolment* a place on a course can be forfeit, and a refund of any tuition fees received are permissible, provided the Art School receives in writing a Cancellation of Contract request, for which the [Model Cancellation Form](#) can be used.

The written notification must be received by the Art School at least six (6) weeks before the start of the course, unless the Art School offer of a place was received eight (8) weeks or less before the start off the course, in which case the written notification must be received within fourteen (14) days of the original formal acceptance of a place.

Please see the Art School's [Student Fees, Refunds & Compensation Policy](#) for full details.