

Annex 1 – Cancellation of a Place Form

Sotheby's INSTITUTE OF ART

Cancellation of an Offer of a Place to Study on a Programme or Course

This form should be completed by a student who has been offered and accepted a place to study on a higher education programme or course offered by Sotheby's Institute of Art - London and now wishes to cancel the offer of a place. This applies to MA / Post-Graduate Diploma programmes, Semester Courses and Summer Study Courses.

Students who have been offered and accepted a place on a Sotheby's Institute of Art - London programme or course have a statutory 14-day "cooling off period" from the date of accepting their offer, to cancel the place. Students thinking of cancelling their place on a programme or course should read the SIAL Refunds and Compensation Policy and the Terms and Conditions.

Please complete all parts of this form and submit it to the Admissions Team (this can be done electronically via: admissionslondon@sothebysinstitute.com) or by handing a signed hard copy to a member of staff at Reception at the Institute.

Name:

Title of programme / course you have accepted and offer of place:

Start date for this programme / course:

Please briefly state your reason(s) for cancelling the place on the programme or course, which you were offered at Sotheby's Institute of Art - London and initially accepted.

If you attended orientation and started studies on the programme or course please state, any reasons about the programme that have led to you cancelling your offer of a place.

Signature:

Date: