

Non-attendance policy

Our events and appointments are oversubscribed and therefore it is important you always cancel your booking as soon as you know you are unable to attend, so other students are able to book.

If you fail to attend a total of 4 appointments or events during a 14 day period, your online booking privileges will be revoked for 14 days. During this period, if you want to book an appointment or event you must visit LSE Careers in person. We will review each instance on a case-by-case basis.

If you arrive more than 10 minutes late or fail to cancel your place before bookings close, you will also be marked as absent and this will be counted towards your total absences.

An event or appointment where one or multiple of the following circumstances occur:

- small number of places are available
- paid for organisation is involved
- pro-bono work from external organisations is involved

The following policy applies:

If you fail to attend, your online booking privileges will be **immediately** revoked for 14 days. During this period, if you want to book an appointment or event you must visit LSE Careers in person to do so. We will review each instance on a case-by-case basis.

If you arrive late or fail to cancel your place before bookings close, you will also be marked as absent and have your online booking privileges **immediately** revoked and this will be counted towards your total absences.

Please contact LSE Careers if you have any questions relating to this policy.

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