



### **Refund and Cancellation Policy**

- If you cannot commit to ALL the dates and ALL the times that you are registering for, DO NOT Sign up for Class. Instead, check your schedule and register for another class at a later time when you can attend all sessions.
- We are human and respect that life happens. If something comes up and you cannot attend class, please let us know 5 days prior to your first class so we can fill the seat. There is a \$25 fee to cancel your class at any point from the date of registering until 5 days prior to your class.
- There will be a \$100 rescheduling fee to cancel or reschedule your class if done within the 5-day window.
- There will be no refunds 24 hours prior to your first class starting.
- Students that do not notify the office or simply “no-show” will forfeit their tuition and be required to pay full price to register for another class.
- If you are late for ANY REASON to any session, including zoom, you will be dropped from your current class. You will not be able to attend any sessions on your schedule. You will have to reschedule for another complete set of classes and pay a \$175 rescheduling fee to secure a seat.
- If you are dropped from class or fail any portion of the class, it is your responsibility to contact the office to finish your class or retest. We WILL NOT contact you.