

Cancellation Policy:

This cancellation policy only applies to a session with a registration fee.

A participant may cancel and get a registration refund (see Refund Fee Policy below) for a session if:

1. They do so before the early registration deadline, or
2. If there is no early registration deadline, then before the regular registration deadline or 24 hours prior to the start of the first session, whichever is earlier.

Once you are within the 24 hour period of the start of the class, there will be no refunds.

Refund Fee Policy:

Credit/Debit/Electronic Check

To help cover the costs associated with using the credit/debit feature from *VeriSign*, there will be a 15% fee (15% of the registration/class cost) for all cancellations purchased with a credit/debit card, or electronic check.

Purchase Orders

There will be no refund fee collected when registering and paying with a purchase order.

Once you are within the 24 hour period of the start of the class, there will be no refunds.

Substitution Policy:

All substitutions must notify the ESD within 24 hours of the start of the class (509-665-2610).

All substitutions will follow the Refund and Cancellation policies above.

The refund cancellation fee went into effect September 15, 2012.