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Class Reservations, Refunds and Cancellations

- **To reserve a spot in any class, a 50% deposit on tuition is required, with the balance due 14 days before class.**
- **Payment will be refunded if more than thirty (30) days notice of cancellation by student is given.**
- **A student is allowed one (1) date change of the selected course without incurring a rescheduling fee, so long as the date change occurs more than 21 days prior to the start of the enrolled course.**
- **A student opting to reschedule a course more than once, or within the 21 day window prior to the start date of the enrolled course, will incur a \$50 administrative rescheduling fee for EACH DATE CHANGE.**
- **If a student fails to attend a course and or fails to cancel prior to 72 hours before the morning of the first day of the course, that student will forfeit his or her deposit, or 50 % of the total course cost.**

All classes will be conducted in bad weather such as rain or snow, so please bring appropriate clothing. We will not stop training unless the weather presents a safety hazard, in which case students will have the option to reschedule for another class with approval from the Director of Training.

All payments will be refunded in full, if EPA Security should cancel a course for any reason.

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