

## Refund Policy

Withdrawing from the course may result in a refund of the course fee. Students must request a refund in writing to [president@eaa54.org](mailto:president@eaa54.org). Refunds for payments made through Eventbrite will be disbursed to the student by check. All refunds will be issued within 30 calendar days of the official refund request.

Course Withdrawal	Refund
Prior to February 4, 2019	100%
After February 4, but prior to February 18, 2019	100%
After February 18, but prior to March 18, 2019	50%
After March 18, 2019	0%

### Exceptions:

Canceled classes, injury/illness, Chapter 54 error, or family death

100% refunds are given if the course is cancelled. Refunds other than the scheduled amount (see above table) may be given when there is; 1) a serious injury or illness, 2) a Chapter 54 error, or 3) when there is a death in the immediate family. Please submit a written refund request to the Chapter 54 president at [president@eaa54.org](mailto:president@eaa54.org). Supporting documentation may be required. Refund requests must be made by the end of the course.