

## CANCELLATION POLICY:

Rose & Associates will refund the tuition, **less a processing fee of \$75**, if request is received no later than 2 weeks prior to the course start date. Cancellations must be made in writing. **No refund will be made for cancellations received less than 2 weeks prior to a course start date.**

Substitutions for individuals can be made at any time. A paid enrollment may be transferred **one time only** to a future course offering within one year of original enrollment.

R&A reserves the right to cancel a course if enrollment is insufficient to ensure proper effectiveness; in such cases, full refunds will be given. Note that R&A is not responsible for any travel change or cancellation fees.

Rose & Associates reserves the right to increase course registration fees. If registrant transfers to a future course after fees are increased, then registrant will be responsible for the difference between the registration fee that was paid and the increased registration fee. Registrants will be responsible for the difference between discounted and full tuition fees if they transfer from the original discounted course to a non-discounted course.