

What is your refund policy?

If Suzanne P. Reese, International Educator & Trainer, cancels or reschedules a training, any registered student for that given training is offered placement into another training, or a full refund.

If a student must cancel or reschedule, s/he must notify Ms. Reese, in writing, by post or by e-mail no later than fifteen (15) days prior to the first day of the training. In this event, tuition will be refunded minus \$100. Refund requests made after this date are unable to be honored.

If a student must cancel "last minute", due to extenuating circumstances, proof of this event must be submitted to Ms. Reese, by post or by e-mail within seven (7) days from the last day of the training that student is registered in to be considered for a tuition refund of any percentage (minus the \$100 non-refundable deposit/registration).

Ms. Reese is not responsible for any lost or stolen post or electronic mail.

When registration for a course is processed through a group or sponsor outside the Association's International Body (i.e. a separate school, institute or agency), policies for deposits and refunds may vary. Students must request deposit and refund policy information through that given group or sponsor. Ms. Reese assumes no responsibility for a sponsoring group's cancellation & refund policies.