

# Cancellation Policy for Programming

(Effective January 1, 2019 the following policy will take place.)

## **The Maple Center Cancellation & Refund Policy:**

Classes may be cancelled due to insufficient enrollment. A full refund will be made in the event The Maple Center cancels the class, workshop or program.

### **Individual Cancellations**

**If you find you cannot attend the class, workshop or program you've registered for, please email [info@themaplecenter.org](mailto:info@themaplecenter.org) and let us know.** We will refund the registration fee minus a \$25.00 processing fee for cancellations made at least 1 week prior to the event.

If a scholarship has been received then reimbursement will be the amount you paid minus the processing fee.

**No refunds will be made for cancellations made fewer than 48 hours prior to the event.**

If you are unable to attend a program due to an unforeseen issue, you may transfer the class fee to another class. This class transfer must be redeemed within 6 months of your original class registration. If the class you transfer your fee to is greater than your original registration fee, you will need to pay the difference. If the class you wish to transfer the fee to is less than your original fee, you will not be reimbursed the difference.

**We cannot refund registration fees for missed class, workshop or program sessions.**