



## **Cancellation and Refund Policy**

1. In the event a course is canceled, registrants will be notified as soon as possible and receive a full refund of their registration fee. The Boyd Law School is not responsible for any travel or other expenses incurred by any participant due to a course cancellation.
2. A service fee of Twenty Percent (20%) will apply to all participant initiated cancellations received three (3) weeks prior to the event.
3. A service fee of Fifty Percent (50%) will apply to all participant initiated cancellations received two (2) weeks (or less) prior to the event.
4. In the event you need to cancel, you may substitute another person to attend in your place. However, you will need to inform us in writing no later than two (2) business days prior to the start of the event.
5. All cancellations and refund requests must be made in writing.
6. Refunds granted for credit card charges will be credited to the original account charged.
7. No refunds will be given in the event of "No Shows."
8. Refunds may take up to 4 weeks for processing.