



## **CANCELLATION POLICY**

*Effective - July 15, 2020*

**CFAT** reserves the right to cancel or reschedule a course at any time. A course may be cancelled or rescheduled due to insufficient enrollment. You will be notified via email of changes/cancellations at least 3 business days prior to the start of the course. A full refund will be issued in the event that rescheduling is not an option.

### **Date Change Requests:**

- 5 full business days or more prior to the course date - No charge\*  
\*(One move is permitted free of charge, additional moves will be \$5.00 each)
- 4 full business days or less prior to the course date - \$5.00 per move

### **Refund Requests:**

- FULL REFUND\* - Will be granted when requested 5 full business days or more prior to course date \*(less 5% processing fees)
- NO REFUND - 4 full business days or less prior to course date\*\*
- NO REFUND - if requested 60 days or more after payment date\*\*  
\*\* (Only rescheduling will be permitted)

### **If a course is missed:**

(With no attempt prior to the course to contact CFAT)

- A participant may reschedule at a later date, however, no refund will be permitted.

### **If you need to reschedule or have any questions, please contact us:**

**Phone:** (204) 233-2328

**Email:** [Courses@Canadian-Training.ca](mailto:Courses@Canadian-Training.ca)