

Cancellation Policy for Continuing Education and Designation Classes

CE Cancellation Policy: If a course is cancelled, a refund check will be issued. NO registration fee will be refunded for any reason on the day of the class. If a member wishes to drop out of a class, a written notice must be submitted 3 business days in advance of the starting date in order to receive a tuition refund, minus a \$10 cancellation fee. The notice must be e-mailed to education@bergenboard.com or kathy@realsource.org. If you decide to transfer to another class note this is a one-time courtesy at no additional charge, unless the fee for the other class is greater, a difference of payment will be required and submitted. GBAR reserves the right to cancel any program due to insufficient enrollment or unforeseen circumstances. Registrants will be notified prior to the event and full refunds will be issued by check.

Designation Cancellation Policy: If a course is cancelled, a refund check will be issued. NO registration fee will be refunded for any reason on the day of the class. If a member wishes to drop out of a class, a written notice must be submitted 3 business days in advance of the starting date in order to receive a tuition refund, minus a \$100 cancellation fee. The notice must be e-mailed to education@bergenboard.com or kathy@realsource.org. If you decide to transfer to another class note this is a one-time courtesy at no additional charge, unless the fee for the other class is greater, a difference of payment will be required and submitted. GBAR reserves the right to cancel any program due to insufficient enrollment or unforeseen circumstances. Registrants will be notified prior to the event and full refunds will be issued by check.