



Special Therapies Institute

1720 Dolphin Drive, Unit B Waukesha, WI 53196 262-347-2222
specialtherapiesinstitute@gmail.com

Cancellation & Refund Policies

Full payment is required to reserve a space, and enrollment is limited to ensure the best teaching format for hands-on learning. Tuition fees include: seminar instruction, lab training, electronic file of course handout, continental breakfast on day one (venue permitting), and coffee/tea/water throughout each day (venue permitting).

Cancellations will be honored with a **full refund** at or **prior to the early registration deadline** (which is firmly established and advertised at the discretion of Special Therapies Institute). This deadline may range from 4-6 weeks but will not change once established.

Cancellations after early registration deadline & before 14 days prior to the course can receive a full refund minus a \$100.00 processing fee. A participant can petition to transfer registration to another person (secured by participant) if attendance cannot occur.

Tuition is non-refundable if cancellation occurs 14 days or less prior to the class. Participant may transfer full face value of tuition paid for any future courses offered by Special Therapies Institute at any time.

Cancellations made without participant directing which course to transfer tuition, or any “no-shows” on day of class, forfeit all tuition and fees paid.

Special Therapies Institute reserves the right to cancel any seminar, in which case tuition will be returned in full to all registered participants.

Special Therapies Institute reserves the right to cancel a scheduled course in the event of unforeseen emergencies including, but not limited to: weather that prevents travel, illness or injury of lecture leader, damage to venue rendering space unusable, or community health crisis.

Special Therapies Institute reserves the right to cancel a scheduled course due to low enrollment. Notification of course cancellation will be given both by email and United States Postal Service mail delivery. All monies received as tuition will be returned promptly to each registrant within 3 days of a cancellation notice, or participant has the right to transfer tuition and fees to a future course.

Special Therapies Institute is not responsible for any guaranteed airline or hotel reservations.