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## **Cancelation / Refund Policy - Statera Academy**

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### **In-Person Classes**

#### **Cancellations - In Person Classes - Levels 1, 2 and 3**

If a student wished to cancel their course, they must notify Statera in writing, and receive confirmation from Statera, fourteen (14) days prior to course start date. At such time you will be refunded, less 15% administration fee.

There is no refund for cancellations after 14 days prior to course start date or after the course has begun.

#### **Past Cancelation Date - In Person Classes - Levels 1,2 & 3**

If it has past the cancellation deadline (14 days prior to course start date), for your level 2 or 3 course and you wish to postpone your exam date, you must notify Statera in writing, and receive confirmation, before the second class session of the course and your options can be discussed. Exam dates cannot be postponed for longer than one year from original course start date.

To send notice you can contact Keith Nicholson at [keith@stateraacademy.ca](mailto:keith@stateraacademy.ca)