

REGISTRATION POLICY

Course registrations will not be confirmed until registration is complete and billing information is received in full.

CANCELLATION AND REFUND POLICY

MSKUS must receive notice of cancellation no later than 14 days prior to first day of the course. Notice of cancellation can be made via email (clarkmskus@gmail.com) or by phone (760-940-8900). Requests for full cancellations will be refunded less a \$25 administrative fee.

- No shows and cancellations not made within the specified cancellation period will incur the full cost of registration.
- In the event that an individual is unable to attend the course due to inclement weather or chooses not to attend due to a health epidemic, MSKUS is unable to refund the course fee.
- MSKUS reserves the right to consider special circumstances for partial refunds and/or transferring registration to another course.

Please allow up to four weeks for delivery of refund. Fees will be refunded the same way they were paid to MSKUS.

MSKUS is not responsible for monies registrants may have spent on penalty or non-refundable airline tickets or hotel deposits in the event this course is sold out or inclement weather occurs.

Before purchasing your airline ticket make sure that you have received your registration and hotel confirmation.

Attendee cancellations done within two weeks of the course, will not be refunded, but can instead be transferred to a later course date. Please inform MSKUS of the course transfer registration within 3 weeks of the new course date.

Cancellations made within 48 hours of the date of the course will NOT be refunded, and will NOT be transferred.

CANCELLATION BY MSKUS

MSKUS reserves the right to cancel any training course due to insufficient enrollment at least 30 calendar days in advance of the scheduled course date. Notice will be provided with the option to transfer to a future course date or to receive a full refund of registration fees.

In the unlikely event that a course is cancelled, MSKUS is responsible only for refund of the registration fee, minus the administrative fee, and not for transportation (airline tickets, rental car, etc.), hotel accommodations, or any miscellaneous expenses incurred by the participant.