



Cancellation Policies:

Cancellation Of Course Policy: SMEI, LLC will make every reasonable effort to hold all family conferences, classes, courses and clinics as per the existing published schedule on the SMEI, LLC website. It may become necessary, however, for us to cancel certain events due to insufficient enrollment or other reasons beyond our control. At least twenty (24) days prior to the first day of the given course the number of registered students for the course will be reviewed. The course may be canceled at the discretion of Instructor and SMEI, LLC if the enrollment is not sufficient to support the holding of the course. All registered participants of the cancelled course will be notified by the email address on the registration form of course cancellation and all monies will be refunded if the course is cancelled. In the event of a cancellation of any event by SMEI, LLC, the policy is to reimburse the registered participant for the course/conference fees only. SMEI, LLC will issue those refunds within 7 days of the date on which the event we cancelled.

Cancellation Policy for Participant: If the participant cancels their registration at least three weeks prior to the start date of the course, they will receive a complete refund on all monies paid. If the participant cancels between 14-20 days before the start date of the course, **the deposit** only is non-refundable. If the participant cancels less than 14 days before the start date of the course, a 20% administration charge will be retained as well as the non-refundable deposit. All cancellation requests must be submitted in writing to the course sponsor.