

## **Payment & Refund Policy for Ric's Classes \***

*Jan 31, 2026*

### **Payments**

All classes require full payments unless a 'payment plan' is in place. There are no 'deposits'.

**Early registration discounts (\$40 savings/ \$30 for 1, 2 & 3-day classes)** require full payment by 3 weeks before start of class.

A **\$20 late fee** is charged if payment is less than 6 days before the start of class.

**> Registration closes 2 days before the start of class.**

### **Cancellations & Refunds**

**More than 3 weeks before class:** Full refund less a \$30 admin fee.

**Less than 3 weeks but more than 6 days before class:** Full refund less a \$100 fee.

**> 1-Day Classes:** Full refund less a \$50 fee.

**Less than 6 days before class:** An additional late-refund request admin fee of \$30 is incurred.

**> 1-Day Classes:** The admin fee for the additional late-refund request is \$20.

**Once class has begun,** all payments are Non-Refundable.

**Late Arrivals on First Day** may not be admitted to class and may be treated as a no-show.

**Early Departures:** for class credit, students cannot miss any part of a class without teacher's ok.

If a student does not complete the class due to missed segments, tuition is non-refundable.

**Repeaters Registering as First Timers** will get a refund of the difference, less a \$15 admin fee (<sup>1</sup>/<sub>2</sub> the standard admin fee).

### **Transfers**

There are no transfers of funds to other classes, unless a class has been canceled.

### **Double-Payments for a Class**

If someone forgets that they have paid for a class and pays for it a second time, the second payment will be fully refunded, less a partial admin fee of \$20.

### **Class Cancellation and Date-Change Policy**

**For a canceled class,** full refunds will be given within a month of the cancellation, with no fees.

Payments may be transferred, though, to another class upon request.

**For a date-change,** a full refund, with no fees, may be requested within 2 weeks of the announcement of the date change. After that, the usual cancellation policy applies.

**Travel Costs:** For an in-person class, airline tickets should not be purchased earlier than 3 months before an in-person class date. Life happens, and circumstances may force a cancellation or re-scheduling even closer than 3 months. In such situations, the student is responsible for the costs of canceled or re-booked travel arrangements and for any other costs incurred. The same policy applies if some kind of emergency forces Ric to leave in the middle of the class. Tuition payments will be fully refunded, but students will still be responsible for other costs incurred.

### **Violation of Class Drug-Use Policy:**

Student will need to drop out of class, with no refund of tuition.

\* Unless other arrangements are agreed to at the time of booking.