

## Physician Refresher Reentry Program Refund Policy

1. Application fees are non-refundable.
2. Full refund (100%) - cancellations must be received in writing no later than 8 weeks prior to the scheduled event.
3. Partial refund (70%) - cancellations must be received in writing no later than 6 weeks prior to the first day of the scheduled event.
4. No refunds (0%) - will be issued for cancellations not received 4 weeks prior to the start date of the program.

Any cancellations must be received in writing by email. It is up to the registrant to confirm receipt of the cancellation request. All refunds will be processed after the scheduled event.

In extenuating circumstances, to be determined solely by The Office of Continuing Medical Education, credit for attendance at a later date may be offered. Additional fees may be required.

In the event of circumstances beyond Drexel University's control, Drexel University reserves the right to amend or cancel any event. Drexel University is not liable for any expenses incurred by participants or attendees as a result of cancellation.

### **How Refunds Are Issued**

Refunds will be processed in the same manner as the initial transaction.

<b>Payment Method</b>	<b>Refund Method</b>	<b>Refund Schedule (After Request Is Received)</b>
Credit Card	Credit Card	The refund should be processed within 7-10 business days.
Wire Transfer	University Check	A check will be mailed to the address on file within 6 - 8 weeks.