

Cancellation/Refund Request

Cancellation Policy - If you wish to cancel your TMCEC registration, you must provide written notice to the Registrar at least 30 days before the start of the course. If you cancel within 30 days of the start of the course, you will be charged a cancellation fee of \$75. If you cancel more than 30 days before the start of the course, you will be charged a cancellation fee of \$45. All cancellation fees are non-refundable.

Personal information provided on this form will be used for the purpose of processing your request. We will not share your information with any third parties. You may contact us at any time if you have any questions or concerns.

I am requesting a refund of my registration fee.
 I am requesting a transfer to another course.
 I am requesting a withdrawal from the course.

By submitting this form, you agree to the terms and conditions of our Cancellation Policy.

Signature of Registrant: _____

I am requesting a refund of my registration fee.

Registration Number: _____

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For TMCEC Use

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