

## A-dec Continuing Education Refund Policy

Full course fee refunds will be honored for any A-dec Continuing Education course cancellations or upon request by the customer if the customer did not attend or complete more than 10% the course.

Should a course be rescheduled in the same fiscal year, the customer has the option to move their payment to the rescheduled course. Should the customer choose to not attend a rescheduled course, a refund will be issued.

To request a refund, please contact our CE department at 503-544-4021 or submit a written request, including the reason for the request, to [continuingeducation@a-dec.com](mailto:continuingeducation@a-dec.com).