**NAS WORKSHOP AND CANCELLATION POLICY**

**Workshops**

**NAS Cancellations:**

NAS reserves the right to cancel any workshop if our set minimum number is not reached or for unforeseen circumstances. A **full refund** will be given in this case.

Announcement of workshop cancellation will be made 1 week in advance. NAS will not be held responsible for refunding expenses related to the workshop.

**Individual Cancellations:**

Please notify us immediately of any cancellations so that a member on our waiting list may be offered a place.

A full refund of tuition fees will be paid for cancellations **if** your place can be filled from a waitlist for the event.

If there is no waitlist for the event, administration will consider the circumstances before refunding. The earlier the notice, the more likely a refund can be made.

A $5 fee will be deducted to cover bank charges where a refund is made

A “NO SHOW” will not receive any refund.

A workshop registrant may transfer their place to another NAS **member** by advising the workshop coordinator by email to nepeanas@gmail.com

A refundof missed workshop/lessons will be paid to an individual who presents a doctor’s certificate should they be unable to attend due to **illness**.