



NOTICE OF WAIVER AND REFUND POLICY

Pool and Spa Trade School strives to provide accurate and up-to-date information as of the date of publication. However, course details, fees, schedules, and locations may change over time. Pool and Spa Trade School reserves the right to modify or cancel any program, course, fee, schedule, or campus location without prior notice. While course outlines are updated annually, changes to textbooks, materials, and information may occur unexpectedly. We reserve the right to adjust course topics without notice.

By enrolling, you acknowledge and agree to the **Notice of Waiver and** refund policy outlined below.

Enrollment in any program is contingent upon sufficient registration.

1. Contract Voidability:

If a course start date is not specified in the contract, the contract can be voided by the student.

- Students must notify the school in writing via registered mail to void the contract.

2. Registration Fee:

A non-refundable registration fee is charged and applied to the total course cost.

3. Refunds:

a. Full Refunds:

- If the student voids the contract at least **21 days before the course start date**, all fees, including the registration fee, will be refunded.
- For correspondence courses, if the student voids the contract within **14 days of signing**, all fees, including the registration fee, will be refunded.

b. Misrepresentation:

If the school makes false or misleading statements to induce enrollment, the contract is void, and all fees must be refunded immediately.



Your ticket to employment

4. Refund Exceptions:

Refunds may not include the registration fee in the following situations:

- Notification is given less than **21 days before the course starts**.
- No written notification is given, and the student does not attend the first **five consecutive days** of the course.
- For correspondence courses, if notification is given **more than 14 days after signing**, provided all lessons are returned in good condition.

5. Refund for Partial Attendance:

Students are entitled to refunds for unused portions of a course, minus:

- The registration fee.
- Fees for completed course components or evaluated lessons.
- Retail cost of equipment unless returned unopened or unused within **10 days** of receipt.

6. Withdrawal After Course Start:

- Students withdrawing more than **21 days after a semester begins** may incur an administrative fee of **10% of the semester's tuition** (maximum \$500).
- Refunds will not be provided if **two-thirds or more of the course** has been completed.

7. No Refunds in These Cases:

- If the Pool and Spa Trade School supplies and services at least two-thirds of the course before withdrawal notice is received.
- If the school registration is cancelled or expired and the student agrees to complete the course at no additional cost.

Important Note:

If you encounter any issues submitting this form or do not receive a confirmation email, please call **6137356845** or email **enrollments@poolandspatradeschool.com**.

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