



## **REGISTRATION GENERAL INFORMATION**

### **Program Fees**

Fees usually allow programs to recover direct costs (i.e. instructors and supplies). Please speak with our facility staff if you find it difficult to participate in any program because of financial limitations.

### **Program Cancellations**

Unfortunately, some programs may be cancelled. Reasons for cancellation may include low enrollment, availability of facilities, availability of instructors, or inclement weather. Refunds will be issued for programs cancelled by SEAPARC Recreation.

### **Refund Policy**

In order to receive a full refund, requests must be received 72 hours prior to the program start date. Exceptions may be made for medical, relocation or other extenuating circumstances at the sole discretion of SEAPARC Recreation. A \$10 administration fee will apply to all approved refund requests with less than 72 hours notice.

### **Waitlists Work!**

Have you ever tried to register for a program with no space available? Adding your name to a waitlist allows us to create new programs when possible and notify you when spaces become available.

### **Missed Classes**

Classes missed by participants due to illness, vacation, or other special events will not be refunded or rescheduled.

### **Holidays/Long Weekends**

Many programs will run on long weekends. Please review your registration confirmation.

### **NSF**

NSF cheques or credit card charge-backs will be subject to a \$25.00 fee.

### **Administration Fees**

An administration fee of \$25 will be applied for a payment plan option for the Annual Regional Pass.