



## Payment/Fees Policy

All registrations are secured on a first-come, first-served basis. Your registration in a course is dependent upon receipt of full payment. We accept payment by credit card or bank transfer. All payment will be in US Dollars.

## Refund Policy

Cancellation of a course must be made a minimum of 45 business days prior to the course to be eligible for a full refund. Cancellations made less than 30 days before the course will be charged a 30% non-refundable fee of the total registration. Cancellations made less than 7 days before the course is non-refundable. Written notice of cancellation shall be effective on the date the withdrawal is received by Vanguard XXI. Refunds will be made within 7 days following receipt of cancellation or withdrawal requests.

### *Registration Modifications*

Modifications to registration, including substitutions of participants or transfer of course dates, must be completed at least seven days before the program date. Participants may contact Vanguard XXI to modify their registration at [meganhead@vanguardxxi.com](mailto:meganhead@vanguardxxi.com). Course changes will be allowed as long as there are spots available.

