

# Program Refund Policy



Macomb Park District

1406 N Randolph st

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macombparkdistrict.com

The Macomb Park District reserves the right to cancel, postpone, combine classes, or change instructors.

## Program Cancellation Refund

In the event that the Macomb Park District cancels a program, the participant will receive a full refund. Program cancellation will be made 3 days prior to the program start date. If a program is cancelled in mid-session, a prorated refund will be issued. Programs that do not reach the minimum enrollment numbers will be cancelled.

## Participant Refund

Requests may be made up to five business days prior to the start of class. Refund requests received less than five business days from the start of the class/program will not be approved, unless participant has a certified medical reason. A \$5 administration fee will be charged to all refund requests.

\*No make-up dates will be offered for participant cancellations or withdrawals.

## Medical Refund

A pro-rated program registration fee refund will be issued based upon the number of sessions remaining in the program, only if a written request accompanied with medical documentation has been received identifying a medical reason, which prohibits the individual's continued program participation. Such written request for a refund due to medical reasons must be received within three business days following the completion of the last scheduled meeting of the program. No refunds will be given thereafter.

All refunds less than \$10 will be applied as a credit to the customer's account.