



Payment, Refund and Cancellation Policy

Refunds

- All refunds will be subject to a 3.1% administration fee, which will be deducted from the amount of the refund. Please see CME and ECC sections below for details.

Payment

- All payments for CME events and ECC classes are due at the time of registration. For your convenience, we accept Visa, MasterCard, American Express and Discover through the online registration forms which is processed through Square.
- An official receipt from Osteopathic Founders Foundation will be provided to each registrant.

CME Cancellation

- The Osteopathic Founders Foundation reserves the right to cancel any CME event. In those instances, you will receive a full refund.
- If you choose to withdraw from a paid CME event, a written notice will need to be provided prior to the event before a refund may be processed.
- Refunds will not be given for any cancellations or no shows after the event has begun.

ECC Cancellation

- The Osteopathic Founders Foundation reserves the right to cancel ECC courses with low enrollment. If we have not received the minimum number of paid registrants two (2) weeks (14 calendar days) prior to a class, the class may be cancelled. Every effort will be made in rescheduling you to another class. If rescheduling is not an option, then you will receive a full refund on tuition.
- Should you find it necessary to withdraw from your scheduled class, a written notice will need to be provided. The following guidelines are provided for cancellation...
 - Cancellation within five (5) calendar days of the class – You may reschedule to another class or receive a full refund on tuition.
 - Cancellation less than five (5) calendar days but more than 48 hours of the class start time – You may reschedule to another class, no refunds will be given.
 - Cancellation less than 48 hours of the class start time – Rescheduling to another class will not be allowed, no refunds will be given.
 - “No Show” to class – Rescheduling to another class will not be allowed, no refunds will be given.
- You may reschedule a class one (1) time before losing the cost of tuition previously paid. Exceptions will be made for those occasions where a class is canceled due to low enrollment.