



Administrative Medical Assistant

REFUND SCHEDULE

- Refunds initiated before 09/19/11 will be issued a full refund less a \$100 processing fee
- Refunds initiated 09/19 – 09/25 will be prorated as follows:

| Email commext@canyons.edu to initiate a refund | Prorated Refund % | Final Refund |
|---|-------------------|--------------|
| If you attend 09.19.11 and you initiate a refund through Community Education <u>before</u> 09/21/11 | 75% refund | \$ 899.25 |
| If you attend 09/21/11 and you initiate a refund through Community Education <u>before</u> 09/23/11 | 50% refund | \$ 599.50 |
| If you attend 09/23/11 and you initiate a refund through Community Education <u>before</u> 09/25/11 | 25% refund | \$ 299.75 |
| Refunds will not be issued after 09/25/11 | no refunds | \$ - |

Start Date: Sept. 19, 2011

End Date: Dec. 9, 2011

To initiate a refund, send an email to the Community Education staff requesting a refund by the deadline dates above communityed@canyons.edu or call 661-362-3300