



## Lab & Field Exploration Programs - Fall 2023

### **CANCELLATION, TRANSFER, & PAYMENT POLICY:**

A \$50 (1.5 hour programs) or \$75 (3 hour programs) non-refundable deposit is due at registration and will be deducted from the final invoice. Transfer requests between LFE programs will incur a \$25 administrative fee. Invoices for the remaining balance will be sent out a month and a half prior to the beginning of the program start date. Payment for the remaining balance will be due 1 month prior to the beginning of the program. The remaining balance can be paid in one initial invoice, or paid in monthly installments, prorated to the amount of classes each month. Payment is due two weeks from invoicing; payments after the due date will incur a \$50 late fee. All payments for the upcoming month are non-refundable.