

Cancellation and No Show Policy

Effective January 1, 2010

NO SHOW

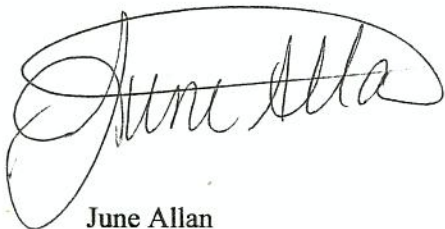
Due to an ongoing problem of “No Shows” for courses, JT Safety Training requires all students to provide a credit card to be held on file at time of registration. Students who withdraw after commencing class or who fail to attend classes without notification (no shows) will forfeit the full course fee. Having a name on the registration does hold a seat in the course. With courses high in demand when a student does not show up for class he/she pays for the empty seat. JT Safety Training Ltd does courtesy confirmation calls the day before a course in case any cancellations or rescheduling need to be made.

CANCELLATION

All students must cancel their course by **8:00pm the day prior** to the class date to be eligible for a refund or reschedule.

Companies must cancel their employee’s course by **8:00pm the day prior** to the class date in failure to do so a no-show fee will be applied.

Advanced Level 3 or Instructor Courses JT Safety Training Ltd needs **5 business days** notice of cancellation.



June Allan

President/CEO

JT Safety Training Ltd. DBA Life Line First Aid

