

## **WILDERNESS LEADERSHIP INSTITUTE, LLC CANCELLATION and REFUND POLICY**

The Wilderness Leadership Institute (WLI) Cancellation and Refund Policy has been developed with the goal of providing you with high-quality, professional Programs (“Program” is defined as any course, exam, program, activity, clinic, workshop, instruction, assessment, or guided venture offered by WLI). A cancellation may adversely affect Program logistics and staffing as well as prevent other prospective participants from attending. Please carefully review and understand the terms and conditions below prior to registering and paying for a Program. If you do not agree to the below terms and conditions, do not register for a Program. If you have any questions, please contact WLI.

### **Non-refundable Security Deposit**

All Programs have a non-refundable Program security deposit of \$100 at the time of registration, regardless of if or when you cancel your course. \*

*\* The purpose of the security deposit is to reimburse WLI for the immediate costs that it incurs when you register for a WLI Program.*

### **Partial Refund of Remaining Program Fee**

WLI will refund to you a percentage of the remaining Program fee based on the date when you cancel your registration. \*

*\* As the date of the commencement of the WLI Program approaches, WLI is required to make certain financial commitments regarding your Program. Examples of WLI commitments are instructor compensation, amount of equipment, amount of supplies, and reservation of space. Because of these commitments, you will receive only a partial refund when you cancel a Program, and the refund amount will be based on the proximity of your cancellation date to the date when the Program begins.*

### **Schedule of Partial Refund**

<b>Number of Calendar Days Cancellation Occurs Before the Beginning of the Program</b>	<b>Percent of Program Fee to Be Refunded</b>
More than 30 days	100% <u>Less</u> \$100 Security Deposit
30 and 24 days	50%
23 and 17 days	25%
16 days or less	0%

Example. Your Program fee is \$750.00. You cancel your participation in the Program 25 calendar days before the program begins. Your partial refund will be \$375.00 (\$750 x 50%).

WLI recommends that you consider obtaining travel insurance to insure your program fee and other related expenses. WLI does not offer travel insurance, but there are third party companies that sell travel insurance.

### **Cancellation of Program by WLI**

In the event WLI cancels the Program, then you may receive a Program fee refund of the entire amount that you paid less the security deposit of \$100, or a full Program fee credit that can be applied towards any future Program offered by WLI within 18 months from the date of cancellation.

### **Cancellation of Program Because of Infectious Disease/COVID-19**

In the event WLI cancels the Program due to health and safety concerns regarding an infectious disease, such as COVID-19, there will be no Program fee refund. Rather, you will receive a Program fee credit that can be applied towards any future Program offered by WLI within 18 months from the date of cancellation.

### **Cancellation of Program Because of Government Shutdown**

In the event WLI cancels the Program because of a mandated government shutdown, there will be no Program fee refund. Rather, you will receive a Program fee credit that can be applied towards any future Program offered by WLI within 18 months from the date of cancellation.

### **Other Considerations**

**Medical Considerations:** If you arrive at the start date of a program with a pre-existing health condition/injury without the ability to manage or treat the condition, or the condition is contagious, or the condition was not indicated on the Medical Information portion of your WLI program registration, and you are subsequently forced to leave the program because of that condition, there will be no refund of the program fee.

**Inclement Weather Affecting Your Program:** WLI and its staff, in its sole discretion, will determine whether your program will be postponed because of inclement weather. If inclement weather occurs during the day of your program but only after the program has commenced, and WLI ends instruction for that day on or after 12:00 p.m., then the program will be deemed not to have been postponed for that day and will count as a full day of instruction. In the event that WLI postpones your program before 12:00 p.m. or makes a decision to cancel the program before your program begins because of inclement weather, then your program will be rescheduled to a future date at no additional cost to you. However, there will be no refund of the program fee.

**Wilderness Medicine Programs:** If you become ineligible for certification because of tardiness, absence, or lack of skills proficiency, there will be no refund of the program fee. If you are a participant in a Recertification, Bridge, or 5-Day WFR and you arrive at your program but you are determined by WLI staff to be ineligible for attendance/certification because you have incomplete pre-course work or you have failed to satisfactorily complete other requirements related to your program, then there will be no refund of the program fee. Certification is not guaranteed.

Note. You are responsible to ensure your eligibility for the program with Wilderness Medical Associates (WMA) prior to registration. Contact WMA at: wildmed.com or call (888) 945-3633. You may also contact the WLI office for more information.

**AMGA Programs:** If you become ineligible for certification because of tardiness, absence, or lack of skills proficiency, there will be no refund of the program fee. If you arrive at your program but you are determined by WLI staff, in its sole discretion, to be ineligible for attendance/certification because you have incomplete pre-course work or you have failed to satisfactorily complete other requirements related to your program, then there will be no refund of the program fee. Certification is not guaranteed.

Note. You are responsible to ensure your eligibility for the program with American Mountain Guide Association (AMGA) prior to registration. Contact AMGA at: amga.com or call (303) 271-0984. You may also contact the WLI office for more information.

### **Termination of Participation or Attendance in a Program**

Once a WLI Program has commenced, if your participation or attendance regarding such Program is terminated for any reason, then you will not be refunded the Program fee.

### **WLI's Right to Amend Terms and Conditions**

WLI reserves the right to amend, without notice, the terms and conditions that are published on this website to include WLI's Cancellation and Refund Policy.