

## **Enrolment Policy.**

Classes will not proceed if there are insufficient enrolments one week prior to commencement of course. Enrol early to avoid disappointment. A student will not be enrolled until full payment has been made. Payment in person. Call into the Centre between 9am to 4pm Monday to Friday. Payments will be accepted by Cash, Cheque or EFTPOS. Payment of courses may also be paid by credit card over the phone.

## **Refund Policy.**

Fees will be refunded in full of the Centre cancels a course. If the Student cancels one week prior to the commencement date of course the fee will be refunded less \$10 Administration Charge. No refund given once the course has commenced. All refunds are subject to written authority by the Manger and will be paid by cheque only. MEAC Inc reserves the right to cancel a course if the enrolment is considered insufficient. MEAC Inc