



Program Withdraw, Refund & Transfer Policy

- Program registration fees are 100% refundable if canceled by the HMPR Department prior to the program beginning.
- In the case that HMPR cancels a program after the program has begun, the refund will be prorated.
- Requests for a refund, to withdraw or transfer to a future program date, must be submitted at least 7 days prior to the program start date.
- Requests received 7 days or more prior to the program start date will be issued at 100% refund or account credit.
- Requests received less than 7 days prior to a program start date will be issued at 50% of the total program fee as an account credit only.
- Requests to transfer to a future program date/session must be made at least 7 days prior to the start date; transfers will not be made if less than 1 week from start date.
- No refunds, credits or transfers will be issued after a program has started or concluded.
- Account credits do not expire and may be used for anything within HMPR towards registration fees.
- Requests due to a major medical or life hardship will be considered case by case.