



SOULSTREAM INITIATIVES FEE PAYMENT, REFUND AND CANCELLATION POLICY

Living from the Heart and Art of Spiritual Direction

Tuition and accommodation fees for courses will be payable as follows:

- 50% within one month of acceptance to the program
- 50% by September 1 of the current year

All other Course and Retreat Offerings

Registration or tuition and accommodation fees will be payable as follows:

- 100% of fees due within 30 days of registration. No confirmed registration until payment received.

Not covered by program fees:

- Personal spiritual direction
- Books required for the course
- Transportation

Cancellation Policy

- For LFTH and ASD courses, participants who withdraw before registration deadline for in-person offerings will be reimbursed the total cost of monies paid for tuition and accommodation, minus a \$50 administration fee.
- For LFTH and ASD courses, participants who cancel after close of registration and before 30 days in advance of the course beginning will receive no refund for tuition and 50% of monies paid toward accommodation. In discussion with the administrator, they may defer their tuition and accommodation payments to the following year if applicable.
- For LFTH and ASD courses, participants who cancel fewer than 30 days in advance of the course beginning will receive no refund of monies paid for tuition and accommodations.

- For other courses, retreats or weekend offerings, participants who cancel 14 days or more prior to the event will receive a full refund, minus a \$50 administration fee.
- For other courses, retreats or weekend offerings, participants who cancel within 14 days of the event will receive no refund.
- All application fees are non-refundable.
- SoulStream recognizes that unforeseen circumstances may arise that cause participants to withdraw. When circumstances are beyond a participant's control, they can contact the SoulStream administrator to discuss possibilities for refund or deferral.

If SoulStream cancels:

- If SoulStream cancels an offering/course without rescheduling, registration fees may be offered to SoulStream as a donation for a tax receipt if the participant chooses, or refunded in full.