

Discounts

Multiple participants from the same organization who register for the same course and pay at the same time are eligible for the following group discounts:

- 2 participants: 10%
- 3 participants: 15%
- 4 participants: 20%
- 5 or more: 25%
- Dalhousie Alumni, Students, Staff and Faculty Discount: 15%

Note: Discounts cannot be combined. Highest qualified *single discount* will be applied.

Discounts are not applicable to the UBC online Project Management program.

Please call 1-800-565-1179 or 902-494-6079 for discounts.

In-House Customized Training

Dalhousie University College of Continuing Education has been helping organizations **achieve success** through **customized**, in-house training for **over 30 years**. Whether the topic is IT, Engineering, Quality Assurance or General Management, we have the **expertise** to help your organization. We can modify existing courses or develop and deliver new ones based on your business, government, or non-profit organization's specifications.

As an integral part of College of Continuing Education the In-House program has fulfilled the engineering, technical, and management training needs of hundreds of individuals and organizations over the years.

Advantages of in-house training include:

- **Cost savings** with more effective group training.
- Training times crafted around **your schedule**.
- The ability to address **specific** employee training **needs**.
- **Reduced travel time** with on-site training.

Cancellation Policy

If a withdrawal is made up to 10 business days prior to the start of the course, the full fee will be refunded. If a refund is requested after that date, a 20% administration cost will be deducted. You may substitute another to attend at no additional charge. After the course start date (including the first scheduled day of class), no refunds will be issued. If the course is cancelled for any reason, we will contact the registrants and provide a full refund. Dalhousie's liability is limited to the return of the registration fee. For out-of-town participants, we recommend that you call to confirm that the course is going ahead before booking travel and accommodations.

Cancellation Policy for all online courses in partnership with UBC:

If a withdrawal is made up to 10 business days prior to the start of the course, the full fee will be refunded. If a refund is requested after that date, a 20% administration cost will be deducted.

If a withdrawal is made less than 3 business days prior to the start date **NO** refund will be issued. Written notice is required.