

Cancellation Policy

If course books are not given to the candidate

1. Cancellations made 30 days or more prior to course start date will receive a full refund minus \$150 admin fees.
2. Cancellations made less than 30 days but more than 10 days prior to course start date will receive a refund less a 25% of tuition fee cancellation penalty or candidate can get full credit towards a future class of the same level; by paying \$250 fee, re-booking must be made at the time of cancellation to qualify.
3. Cancellations made less than 10 business days prior to course start date will not receive a credit or refund.
4. If you register in the same month of the class and cancel, you will have no refund; however, you will have up to 1 year to use the tuition for any programs at ATTI.
5. Any class switch at any time is applicable to \$250 penalty fee. Penalty fee must be paid before the switch can be implemented.

*If course books are given to the candidate***

1. Cancellations made 10 business days prior to course start date will not receive a refund and full credit can be used towards a future class of the same level; Re-booking must be made at the time of cancellation to qualify.
2. Cancellations made less than 10 business days prior to course start date will not receive a credit or refund.
3. Any class switch at any time is applicable to \$250 penalty fee. Penalty fee must be paid before the switch can be implemented.

*If course is cancelled or postponed by ATTI***

Option 1: Candidates can use full credit towards a future class of the same level; Re-booking must be made at the time of cancellation/postponement to qualify. Video training course (if available for that trade) will be offered to candidate to prepare for the exam in the meantime at no extra cost.

Option 2: Candidate can get full refund of tuition fee minus the course books cost plus shipping (if he has received books prior to course cancellation date). Course books cost is \$787.50 CDN dollars for all Red Seal & Apprenticeship upgrade courses and \$315 for FSR/ Master Electrician courses. This cost does not include shipping cost of \$25

****Candidate cannot switch between one mode of instruction (i.e. In class) to another (i.e. online) after mode of instruction is chosen and enrolment is completed**