

Center for Spiritual Living DE
OPERATING POLICIES AND PROCEDURES

<i>POLICY TITLE:</i>	Class Payments Policy
<i>EFFECTIVE DATE:</i>	June 19, 2023
<i>REVISION DATE:</i>	
<i>POLICY APPROVED BY:</i>	Board of Regents. Board of Trustees
<i>RESPONSIBLE FOR IMPLEMENTING:</i>	Board of Regents

1. All class registrations of \$45 are due before Module or Week 1 of the class. The registration fee is non-refundable.
2. All tuition is due by class 2.
3. If someone is not able to pay by class 2, they are to make special arrangements of \$25/week with the class assistant and make the final payment before the last class. They are to report each payment to the class assistant as it is paid.
4. See Refund Policy for details on refunds.