



CLASS REGISTRATION AND CANCELLATION POLICY

Registration:

- Contact 1-800-663-6103 extension 206 or education@novabeauty.ca
- We need the full name of the participant, a phone number and email address.
- We require payment in full at the time of registration. Payment can be made on account with your customer # or with a credit card if you do not have an account with us.
- Payment secures your seat. If you ask to be on the class list but do not render payment, you can and may be bumped!

Class Size:

- Each class has a minimum number of required students, and each class has a maximum number of students allowed. Classes that do not have the minimum amount of participants will be cancelled due to low enrolment two weeks prior to class date.

Cancellation:

- If Nova Beauty is forced to cancel a class due to low enrolment or instructor illness, students will be transferred to the next scheduled class in the same city. Alternatively the student can request a credit on their account or a refund to their credit card.
- If the student cancels their attendance to a class with **15 days or MORE** notice they can select another class date to attend or receive a credit on their account or a refund to their credit card.
- If the student cancels their attendance to a class with **14 days or LESS** notice, no credit or refund or transfer will be given.
- "No shows" will not receive a credit or a refund or a transfer.
- If you need to cancel, please contact 1-800-663-6103 extension 206 or education@novabeauty.ca