

Cancellation Policy: *Cancellations* should be made **at least 48 business hours prior to the start of the workshop** to allow us to fill the class from our waiting list. Failure to do so will result in your district being charged for the class. All no-shows will be billed for the full amount of the workshop. **NO CONFIRMATION WILL BE SENT:** You will hear from us if the workshop is filled to capacity and we are placing you on a waiting list OR the workshop is canceled or needs to be rescheduled.