



STA Workshops Policy

General Policy

- Course material provided.
- Accommodation and transportation are the responsibility of the workshop attendees.
- Snack/Coffee is provided during all workshops.
- Lunch is provided during identified workshops only.

Daily Schedule

- Daily schedule varies from 7 to 10 hrs per day.
- Workshops include two 15 minutes snacks and one 1-hour lunch break.
- Please see individual courses for respective courses timings.

Rescheduling/Cancellation

- 100% refundable for cancellation 14 days before the workshop start date.
- 50% refundable for cancellation less than 14 but 7 days before the workshop start date.
- No refunds for cancellation for less than 7 days before the workshop start date.
- No Rescheduling.

Rights

- We reserve the right to change course schedules, modify course contents, substitute instructors, change venue, and cancel workshops when necessary.
- Workshops can be cancelled for reasons including, but not limited to low student enrollment, resource conflicts, or other factors that would prohibit quality training.
- In the event a workshop is cancelled/rescheduled we will notify you a minimum of 7 calendar days prior to the scheduled starting date.
- We are not liable for any expenses incurred by the student or company due to the cancellation of a workshop.

Refunds

- Refunded fees are paid within 10 days of request or cancellation.

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