

Motivational Interviewing: Registration and course cancellation policies

Registration

Payment must be received before the start of the course.

Withdrawals

Any request for withdrawal from the course must be made in writing (by email) as far in advance as possible. Send the request to courses.help@camh.ca.

Refund

If participants cancel their registration for a course 15 days or more in advance of its starting date, they are eligible for a 100% refund, minus processing fees.

If participants cancel their registration for a course 3-14 days in advance of its starting date, they are eligible for a 50% refund, minus processing fees.

If participants cancel their registration for a course within 48 hours of its starting date, they are ineligible for a refund.

Refunds are typically processed within 14 business days from confirmation of withdrawal.



Transfer credit

A participant may be able to register for a course in one name and have another participant take it. This must be discussed with course administrators on a case-by-case basis.

Banking credits

If participants have already made a payment for a course, but are unable to attend, they can bank credits. However, banked credits must be used within the educational cycle year for the specific course.

Course cancellation

CAMH reserves the right to cancel any course prior to the start date. If CAMH cancels a course for any reason beyond its control, it will not be held liable. In this unlikely event, CAMH will offer either a full refund, if cancellation happens prior to the start date of the course, or a pro-rated refund, if the course has already started.