



JRCERT Event (Seminars/Workshops/Webinars) Registrations / Cancellation Policy

The JRCERT reserves the right to cancel any event due to a lack of participants. Each event identifies the minimum number of participants needed to confirm the event, as well as the current number of registrations received to date, and the maximum number of participants allowed. Until the minimum number of participants is met, the JRCERT Website will continue to identify a deadline for canceling the event. If the JRCERT cancels an event, registration fees will be refunded to the debit/credit card used for registration.

Once the minimum number of participants for an *in-person* seminar/workshop is met, a confirmation e-mail will be sent. **Please do not purchase airfare/lodging until you receive this confirmation e-mail.**

If a participant is unable to attend an event, a cancellation request must be e-mailed to jluczak@jrcert.org.

- Cancellations requested more than 10 business days prior to the event start date, will receive a 50% refund of the registration fee (credit card convenience/service fees are not refunded). Refunds will be made to the debit/credit card used for registration and may take up to 10 business days to process.
- Cancellations requested 9 or less business days prior to the event start date, receive **no refunds**. However, the participant may substitute someone else from the program. Substitution requests must be e-mailed to jluczak@jrcert.org **no later than 5 business days prior to the event start date**.

JRCERT LINK Learning Management System (LMS) eLearning Course Registrations / Cancellation Policy

Once registration is complete, if a participant is unable to participate in a class, a cancellation request must be e-mailed to jluczak@jrcert.org.

- Cancellations requested more than 10 business days prior to the class start date, will receive a 50% refund of the registration fee (credit card convenience/service fees are not refunded). Refunds will be made to the debit/credit card used for registration and may take up to 10 business days to process.
- Cancellations requested 9 or less business days prior to the class start date, receive **no refunds**.