

Texas Fire Academy Refund Policy

In the event you have to cancel, any refund that may be due, is processed within 60 days of notification and when all Academy equipment and supplies are returned to us in suitable condition.

EMT-Basic Class

- **From the beginning of registration through the end of registration:** All monies paid will be refunded minus a \$150.00 administration fee. The cadet may move the deposit once to the next available class with no penalty. Once the deposit is moved, if the cadet chooses not to attend the class, no refund is available.
- **After registration closes until the day before class starts:** 75% of all monies paid will be refunded.
- **1st day of class until 8am (CST) the 2nd day of class:** 25% of the course fee will be refunded.
- **2nd day of class AFTER 8am (CST):** No refund is available.

Basic Firefighter Class

- **From the beginning of registration through the end of registration:** All monies paid will be refunded minus a \$250.00 administration fee. The cadet may move the deposit once to the next available class with no penalty. Once the deposit is moved, if the cadet chooses not to attend the class, no refund is available.
- **After registration closes until the day before class starts:** 75% of all monies paid will be refunded.
- **Second Friday of classes by 6pm:** 25% of the course fee will be refunded.
- **Second Friday of classes after 6pm:** No refund is available.

Advanced Classes

- **Prior to the first day of class:** Amount paid minus a \$50 administration fee will be refunded. The cadet may move the deposit once to the next available class with no penalty. Once the deposit is moved, if the cadet chooses not to attend the class, no refund is available.
- **Once the class begins:** No refund is available.

*All funds forfeited will go into a scholarship fund for South Hays Fire Department members.

I have read and I understand the contents of Texas Fire Academy's Policy Manual including the Acceptance Requirements and the Refund Policy.

Signature

Print Name

Date