Terms and Conditions for Healthcareer Certification Group / Healthcareer Group

PRE-REGISTRATION / REFUND / PREREQUISITE POLICY:

All workshops require a minimum 1 week (7 Days) advance registration; otherwise a $75 late fee may be assessed. Late fee can be waived if there are seats available due to student rescheduling. Call to verify availability. If you are registered for a workshop but cannot attend: Healthcareer Certification Group must be notified in writing (email or fax) no later than 7 days prior to the workshop you are registered for in order to receive a refund (less the $250 registration fee), or to reschedule for up to 6 months. Failure to notify will result in the forfeit of any obligation by Healthcareer Certification Group. No shows forfeit the   entire fee. Any registrations received within 2 weeks prior to any workshop are not entitled to any refund; training can be rescheduled for up to 6 months.   All books are non-refundable and non-returnable. Healthcareer Certification Group reserves the right to cancel or limit the time of the workshops without any prior notice, if minimum registration requirements are not met. Healthcareer Certification Group is not responsible for any travel related expenses incurred, including but not limited to: Airfare, Hotel, Taxi, Parking, Rental Car, etc…by registering for and/or attending our workshops. All Exam fees are non-refundable and all rescheduling must be done within six (6) months. Your certification and certification fees are non-refundable, non-transferable.

Healthcareer Certification Group simply provides refresher for certification and continuing education training along with minimal resume preparation. Healthcareer Certification Group is not a Job Placement Agency. We neither provide jobs, nor guarantee jobs.

Should the workshop for which you are registered be cancelled or rescheduled by Healthcareer Certification Group, you are subject to a refund or transfer. All refund requests and transfers must be made in writing. If you transfer, you forfeit your right to any refund, and any future cancellation refunds, no exceptions.

The national certification provided through Healthcareer Certification Group's Phlebotomy Workshop can be used in conjunction with additional state required training to obtain a California Phlebotomy State License.

By submitting this form I confirm that I have read and meet all of the medical background pre-requisites, am at least 18 years of age, and completely understand and agree with the Healthcareer Certification Group policies stated on this form. Noncompliance of any of these polices will forfeit any obligation by Healthcareer Certification Group.

<u>Refund / Pre-Requisite Policy for Certification Exams: Online or Pencil and Paper Exams.</u>

In order to be eligible for the "National Medical Licensing Association" or National Healthcareer Association Online Exams", you will need to bring your proof of eligibility to test as a Qualified Professional as outlined in the eligibility requirements for these exams. Your test will be activated only after we receive proof of eligibility along with proper identification from you.

The exam fee is non-refundable, non-transferable. You have 30 days from the registration date in which the exam can be rescheduled with adequate notice. You are required to give a minimum notice of 24 hours to reschedule an exam. Healthcareer Certification Group will not be held responsible for any registrant who fails to read and/or comply with these policies.

You acknowledge that in the event that you fail the exam on your first attempt you are only eligible to attempt this exam again immediately. The exam fee is the same each time. In the event of a technical problem you can retry at the discretion of the certification agency's technical support staff. Most exams must be passed with a 70% or better in order to become certified. You may request duplicate copies of certificates for an additional fee of $25. Paper and pencil exams are available for an additional fee of $50 and must be paid 14 days in advance.