

NAC Cancellation Policy

- Should a NAC Class be postponed due to an act of God (i.e. fire, flood, curtailment of all transportation services, civil unrest, etc.), the National Child Care Association (NCCA) will apply registration fees to the rescheduled course in the area. If the student is unable to participate in the next course offering, they must request a refund of their registration fee in writing.
- Should a NAC Class be canceled due to an act of God (i.e. fire, flood, curtailment of all transportation services, civil unrest, etc.), and the class is unable to be rescheduled, the NCCA will reimburse all registration fees.
- If a student is unable to participate in a NAC Class in which they are registered, they must submit their cancellation in writing to the Headquarters office 14 days prior to the class in order to receive a full refund less a \$25 processing fee. Any requests received after the 14 day window will receive 50% of their fee less the processing fee. Students may also request that their registration be transferred to another NAC class in the same calendar year.
- All classes are subject to cancellation if a minimum of 12 students are not registered within 14 days of the class. The National Child Care Association will notify students if the class minimums are not met, and all monies will be refunded in full within 30 days of cancellation.