



## **BOMA/Metro Detroit BOMI Course Registration Cancellation Policy**

- In order to receive a 100% refund, a request to cancel a registration for a BOMI Course offered through BOMA/Metro Detroit must be submitted in writing via email to [info@bomadet.org](mailto:info@bomadet.org) fourteen (14) calendar days prior to the course start date.
- No verbal or voicemail requests will be considered, honored or binding.
- No refunds will be issued within 14 days of class start date.
- The textbook must be returned unopened to BOMA/Metro Detroit in all cases where a student cancels registration. If the textbook is opened, you will be invoiced \$200 as we are unable to return opened textbooks.
- You will receive an email confirming that we have received your request to cancel. If all of the above mentioned criteria are met, BOMA/Metro Detroit will approve your refund and a refund will be processed within 2 weeks. You will then receive either a check or a credit to your credit card depending on your original method of payment.
- In lieu of a refund, you may hold payment on your account to transfer to another course.

