

Major Hospital A Major Health Partner	Refund Policy for MHP Medical Assistant Training Program
SPP: ED-9	Formulated by: Fiscal Resource Committee Effective Date: 8-8-2019 Approved by: Outpatient Professional Development Committee

Refund Policy for the MHP Medical Assistant Training Program

1. Students who withdraw by the end of the first week of class will receive a 100% refund of monies paid to **MHP Medical Assistant Training Program.**
2. Students who withdraw by the end of the second week of class will receive a 50% refund of monies paid to **MHP Medical Assistant Training Program.**
3. Students who withdraw by the end of the third week of classes will not receive a refund of monies paid to **MHP Medical Assistant Training Program.**
4. Students who are terminated from the program will not receive a refund of monies paid to the **MHP Medical Assistant Training Program.**

Reviewed	Revised
8-8-2019	8-8-2019

5. Does this policy meet a regulatory requirement? Yes No