

Withdrawal and Refund Policy

Full Refunds

The Institute of Holistic Nutrition shall refund all of the fees paid by a student within 30 days under a contract for the provision of a vocational program in the following circumstances:

1. The contract is rescinded by a student within two days of signing a contract
2. The Institute of Holistic Nutrition discontinues the vocational program before the student completes the program, unless the discontinuance of the program coincides with The Institute of Holistic Nutrition ceasing to operate
3. The Institute of Holistic Nutrition expels the student from the college in a manner or for reasons that are contrary to the school's expulsion policy

A refund is not payable unless a student delivers a written demand to The Institute of Holistic Nutrition at the address shown on the contract.

Full refund of books purchased from The Institute of Holistic Nutrition applies if returned to the original campus of purchase within 10 days of the students' withdrawal or expulsion from the program, and unopened or in the same state when supplied.

Partial Refunds

A portion of the tuition fees may be refunded if the school receives written notice of withdrawal postmarked before the applicable deadline. Failure to attend class does not constitute an automatic withdrawal. Processing of refunds requires 30 days.

Partial Refunds Before Commencement of a Program

- A student withdrawing from the program before it begins would be entitled to receive a full refund of fees paid for the program minus the non-refundable tuition deposit/enrolment fee of \$500 + HST
- If a student does not attend a program during the first 14 days, The Institute of Holistic Nutrition can give the student a written notice that is cancelling the contract. In such case, the student is entitled to receive a full refund of fees paid for the program minus the non-refundable tuition deposit/enrolment fee of \$500 + HST

Partial Refunds After Commencement of a Program

- A student would be entitled to a partial refund if they withdraw or have been expelled before half of the total number of hours are delivered
- The amount of the refund that The Institute of Holistic Nutrition shall give a student shall be equal to the full amount of the fees paid in respect of the program less,
 - a) the \$500 + HST non-refundable tuition deposit/enrolment fee; and
 - b) a portion of the fees in respect of the program/course that is proportional to the number of hours of instruction that have elapsed at the time of the withdrawal or expulsion

For Payment Plan Option D only, a student withdrawing from a specific course within the program before 30% of the total number of hours are delivered will be granted full refund of a course fee when the school receives a written notice of withdrawal from the course postmarked before the applicable deadline.

Additional Considerations:

- The non-refundable registration deposit of \$500 + HST is valid up to one year, after which time the registration is null and void
- Upon program commencement, the deposit and tuition paid to date is valid up to five years from the program withdrawal date and may be used towards the regular diploma program only
- If an individual withdraws, or does not pursue enrolment into courses, for over a period of five years, all Nutrition-related courses must be retaken due to the current nature of the course material
- An individual has up to ten years to complete the program from the initial start date