



NCORE 2019 Cancellation / Refund / Substitution Policies:

- All cancellation / refund requests made by May 1st (11:59 PM Central Standard Time) will be made less a \$100.00 service and processing fee. Notification must be made through email to ncore@ou.edu.
- All cancellation / refund requests after May 1st, 2019, will receive a refund of the amount paid less a \$250.00 service and processing fee. Notification must be made through email to ncore@ou.edu.
- No refund amount will be granted for no-shows.
- Registration **may** be transferred to a substitute delegate (with no additional charge).
- Registration **may not** be transferred to a future NCORE.
- In the unlikely event the conference is cancelled, NCORE will refund 100% of the registration fees paid.
- Refunds will not be offered because of weather.

Group Discount Policies:

- To receive the group discount rate, a group of 10 or more must be formed before registration.
- Retroactive refunds will not be issued to individual registrants in order to form or join a group.