



Refund Policy

UA Local 290 College of Mechanical Systems and Technology

Apprentices are charged a non-refundable registration fee at the beginning of each term (not to exceed \$100.00). In addition to the registration fee, apprentices are expected to pay 50% of the cost of required books. This 50% cost is reflected on invoices. Should an apprentice prove they already own one of the required books after they have paid, they may request a credit back to their account that can be used towards the next invoice.

Should an apprentice be scheduled into the wrong class at the fault of the COMSAT and they have already paid for their books, that money will be refunded without request within 45 days. Apprentices may request a credit to their account to be used towards the correct course books and/or the following term in lieu of a refund.

Certification fees and books are non-refundable. If an apprentice or journeyworker withdraws or cancels a scheduled exam, the exam fees will be refunded in accordance to the policy of the examining body.