Professional Ethics Training - Attendance & Cancellation Policy

* Students must contact the Graduate College at least three full working days* before the start of the first day’s training in order to cancel registration.

* Any student failing to contact the Graduate College before the cancellation deadline may have the $150 training fee applied to his/her Bursar account, regardless of whether he/she attends any portion of the training session.

* Students who attend any portion of a training session will be charged the full course fee. Only students attending an entire training session, i.e. completing both days of training, will receive completion credit for PET/RCR certification.

* Students MUST attend the training over two consecutive days. If a student has attended the first day of training for a session, he or she cannot complete the training by attending the second day of another scheduled training session.

*If the session in which you’ve enrolled begins on a Wednesday, you must submit your cancellation by 5 p.m. the Thursday before the session’s start; if the session in which you’ve enrolled begins on a Friday, you must submit your cancellation by 5 p.m. the preceding Monday.