

Refund Policy for Community Services Classes - IVC Community Classes

Written by Administrator

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Community Service classes are open to the entire community and are entirely supported by student fees.

If you need to cancel a class please contact our office seven days before the start date. Imperial Valley College Community Services will retain a \$10 processing fee per class, except in cases where our office is responsible for changes or mistakes. If you need to cancel seven days or less before the start date of a class, you will need to contact our office at 760-355-6303. The request will be reviewed and a refund or partial refund may be granted if extenuating circumstances are presented. Community Services reserves the right to deny any refund request(s) within this 7 day period.

If you paid by check or cash, the refund will be by check and will arrive by mail. If you paid by credit card, the refund will be processed as a credit back to the same card that was used. Refunds take approximately 4-6 weeks to process.

NOTE: Once a class begins, we will not refund any portion of the course fee.

Community Services reserves the right to cancel any classes, for any reason. Full refunds are automatically granted if a class is cancelled by our office.