

Core Essentials Fast Track Program Reschedule Policy

THE CORE ESSENTIALS FAST TRACK PROGRAM

The Core Essentials Fast Track Program consists of three unique courses:

- a) The one-hour New Student Orientation teleclass;
- b) The 6-day Live/Face-to-Face Event; and
- c) The four-week/2-hour per week Follow-Up Teleclass.

The above three courses must be successfully taken and completed in order to graduate. Make sure you schedule in your calendar the dates and times for all three courses/sessions.

CEFTP POLICIES FOR MISSED SESSIONS OR LATE ARRIVALS

New Student Orientation Teleclass

If you miss this one-hour session, which typically occurs the week before the live session, you may still attend the 6-day Live/Face-to-Face Event as planned. However it is to your benefit to attend this orientation to obtain important information about the live event.

Live/Face-to-Face Event

CoachInc.com must enforce this strict policy due to the expense and time required to produce live events.

****There are absolutely no refunds of any monies paid for any phase of a CEFTP.**

No-Shows/Late Arrivals

If, for any reason, an enrolled participant a) does not show up for the live session and has not previously cancelled or b) arrives after 12pm local time on the first day of the event:

- The participant will not be allowed to attend remaining live sessions (will be asked to leave) and will need to reschedule to a future event.
- The participant can re-enrol one time only into a future live Core Essentials Fast Track Program occurring within one year or they can choose to enrol into the teleclass-based Core Essentials Program (CEP) within one year; and there will be a penalty of AUD\$1,500.00 collected at the time attendance at a future event is scheduled or upon requested enrolment into the CEP.
- The participant will be responsible for any and all travel expenses incurred at all times.

10-Day Rescheduling

If, for any reason, an enrolled participant cancels or reschedules 10 days or less prior to the live session, by notifying our Admissions Department in writing at admissions@coachuaustralasia.com or calling our Admissions Department at [+61] (2) 9531 8988 (Sydney, Australia phone number) and speaking directly to an Admissions Team Coordinator:

- The participant's enrolment into all aspects of the CEFTP - New Student Orientation, Live and Follow-Up sessions - will be cancelled;
- The participant can re-enrol one time only into a future live Core Essentials Fast Track Program occurring within one year or they can choose to enrol into the teleclass-based Core Essentials Program (CEP) within one year; and there will be a penalty of AUD\$500.00 collected at the time attendance at a future event is scheduled or upon requested enrolment into the CEP.



Training world class coaches
and igniting business performance

11+ Day Prior Rescheduling

If, for any reason, an enrolled participant reschedules 11 days or more prior to the live session, by notifying our Admissions Department in writing at admissions@coachuaustralia.com or calling our Admissions Department at [+61] (2) 9531 8988 (Sydney, Australia phone number) and speaking directly to an Admissions Team Coordinator:

The participant's enrollment into the New Student Orientation, Live and Follow-Up sessions will be cancelled;

The participant can re-enroll one time only into a future live Core Essentials Fast Track Program occurring within one year or they can choose to enroll into the teleclass-based Core Essentials Program (CEP) within one year; and there will be a penalty of AUD\$250.00 collected at the time attendance at a future event is scheduled or upon requested enrollment into the CEP.

Follow-Up Teleclass

If, for any reason, you miss ANY portion of the 4-week Follow-Up course, you must successfully complete 12 CEP teleclass hours in order to graduate, as follows:

You must successfully complete the required 4-hour/week CE-325 Project Lab and you must successfully complete another 8 hours of teleclass; you may take any other CEP course/courses to complete the remaining 8 hours (either one 8-hour course or two 4-hour courses).

Please contact us if you have any questions.

Coach U Australia and New Zealand Pty Ltd
ABN 76 096 261 317

PO Box 998
Gymea NSW 2227 Australia

Telephone: +61 2 9531 8988
www.coachuaustralia.com