



# 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 Telecourse;
- b) The 6-day In-person Program; and
- c) The four-week/2-hour per week Establish Yourself as a Coach Telecourse.

Within the above, participant must also complete online course test and log client coaching hours.

The above three courses and inclusions, must be successfully completed in order to graduate. Make sure you schedule in your calendar the dates and requirements.

## CEFTP POLICIES FOR MISSED SESSIONS OR LATE ARRIVALS

### New Student Orientation Telecourse

If you miss this one-hour session, which typically occurs the week before the In-person program, you may still attend the 6 day In-person Program as planned. However, it is to your benefit to attend this orientation to obtain important information about the program. If you're unable to make this session, you will have to attend the Core Essentials Program Orientation telecourse, before you apply for Core Essentials Program graduation. This may add additional months onto your graduation date.

### In-person Program

Coach U must enforce this strict policy due to the expense and time required to produce In-person programs.

**\*\*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 In-person program session and has not previously cancelled or b) arrives after 12pm local time on the first day of the program:

- The participant will not be allowed to attend remaining In-person program (will be asked to leave) and will need to reschedule to a future event.

\* Policies subject to change without notice.

\*\* All prices are in US currency

\*\*\* CEFTP reschedule policy v1218



- The participant can re-enrol one time only into a future In-person program Core Essentials Fast Track Program occurring within one year or they can choose to enrol into the Telecourse-based Core Essentials Program (CEP) within one year; and there will be a fee of \$1,500 collected at the time attendance at a future event is scheduled or upon requested enrolment into the Core Essentials Program.
- The participant will be responsible for any and all travel expenses incurred at all times.

### 13-Day Rescheduling

If, for any reason, an enrolled participant cancels or reschedules 13 days or less prior to the New Student Orientation session, by notifying our Admissions Department in writing at [Admissions.Team@CoachU-HQ.com](mailto:Admissions.Team@CoachU-HQ.com). Email must be received dated 13 days or less:

- The participant's enrolment into all aspects of the CEFTP - New Student Orientation Telecourse, In-person program and Establish Yourself as a Coach Telecourse - will be cancelled;
- The participant can re-enrol one time only into a future In-person program - Core Essentials Fast Track Program occurring within one year or they can choose to enrol into the Telecourse-based Core Essentials Program (CEP) within one year; and there will be a fee of \$500 collected at the time attendance at a future event is scheduled or upon requested enrolment into the Core Essentials Program.
- The participant will be responsible for any and all travel expenses incurred at all times

### 14+ Day Prior Rescheduling

If, for any reason, an enrolled participant reschedules 14 days or more prior to the New Student Orientation session, by notifying our Admissions Department in writing at [Admissions.Team@CoachU-HQ.com](mailto:Admissions.Team@CoachU-HQ.com). Email must be received dated 14+ days or more:

- The participant can re-enrol one time only into a future In-person program Core Essentials Fast Track Program occurring within one year or they can choose to enrol into the Telecourse-based Core Essentials Program (CEP) within one year; and there will be a fee of \$250 collected at the time attendance at a future event is scheduled or upon requested enrolment into the Core Essentials Program.
- The participant will be responsible for any and all travel expenses incurred at all times

### Private Establishing Yourself as a Coach Telecourse

This course is 4 weeks long. Under our policy, participants are able to miss 1 week and still gain credit of the course towards graduation.

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