

MTLE Education Policies

Payment

No personal checks will be accepted.

Payment-in-full is required prior to the class. Seating is limited.

Seats cannot be reserved without FULL payment. Walk-in registrants will not be accepted.

Refunds

Approved refunds will be made within 30 days of written request. A full refund will be given if the advertised CE course is not approved.

For approved courses, full or partial refunds may be given based upon the individual course offering. No refunds will be given when requested less than 7 days before the course is presented.

Cancellation

\$50 Cancellation fee applies to all classes. Cancellation notice must be received by e-mail to info@MDTitle-Ed.com at least one week prior to the class; otherwise, no refund will be given.

Rescheduling

\$50 Rescheduling fee applies to all classes – If you reschedule fewer than ten days prior to the class, for ANY reason, this fee applies.

Disability

If you have a disability that requires special assistance, please contact info@MDTitle-Ed.com.

Pending CE Approval

Each program that is submitted for CE credit is “pending approval” until approved by the appropriate group: Sircon, DC, VA Bar, Virginia Insurance Commission, etc. Approved courses will be noted with a course number.

Partial credit

Partial credit cannot be given. To receive credit, you must arrive on time and complete the entire course.

Inclement Weather

If the county government offices where the class is being held are closed because of inclement weather, the class will be cancelled. Rescheduling or refund will be determined after that event.