

SEM/PCA Event Registration Cancellation and Refund

General Policy

SEM/PCA hopes that all registrants are able to attend and enjoy our events; however, we understand that extenuating circumstances do occur. The SEM/PCA Cancellation and Refund Policies are as follows:

Registration Fees

Cancellations in advance of the noted event Cancellation Deadline will receive a refund for any registration fees collected less any processing fees. We're sorry, but cancellations after the Cancellation Deadline or no-shows are ineligible for refunds. However, contact the Event Chair, should you have extenuating circumstances that prevent you from attending the event.

Sending an Alternate

You are welcome to send an alternate to the event in your place for no additional fee. Advanced notification is appreciated, but not required. Please provide your alternate with the original registration information so we can adjust the registration documentation accordingly for check-in.

Event Cancellation

SEM/PCA may cancel an event due to unforeseen circumstances. In such cases, the Event Chair will notify you via the listed email address and/or telephone number provided at registration. The full registration fee will be refunded within 10-15 business days of an event's cancellation.

Examples of unforeseen circumstances can include, but are not limited to natural disasters, emergency situations, site unavailability, and technology challenges.

Listed herein is the General Policy and is by no means meant to cover all events. Please see the event registration or contact the event registrar for specific details.

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