



## AIA Florida 2024 JLI Leadership Program Payment/Refund Policy

Program Fee: \$800.

50% (\$400) due by December 31.

50% (\$400) before the first session (no later than Jan. 18).

Cancellations requested more than 10 days prior to the first session will receive a full refund. Cancellations requested after the 10-day cutoff will not receive a refund unless there is a documented hardship. In that case, following an individual review, a refund may be granted less a \$75 cancellation fee. There will be no refund granted as of the first session date. All requests must be in writing.

### Important dates:

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Dec. 31	Final date for 1 <sup>st</sup> payment
Jan. 2	Final date to request a full refund (in writing)
Jan. 18	Final date for 2 <sup>nd</sup> payment
Jan. 19	Date of the first training session

Payments can be made by check or credit card. To pay by credit card, please go [HERE](#). If paying by check, please mail to AIA Florida, 104 E. Jefferson St., Tallahassee, FL, 32301.