

Programs & Pavilion: All refund requests must be submitted in writing, at least 10 days prior to the start of the class, unless noted in the description. Requests can be submitted to ccrec@carrollcountymd.gov or mailed to 300 S. Center Street, Westminster MD 21157. Full refunds are only given if a class is canceled or there are extenuating circumstances prior to the start date of the class. No refunds will be issued for courses meeting only one-three sessions and no refunds will be given after the second session. Any requests received after the start date will be considered on a case by case basis and prorated. *Refunds for medical reasons must be accompanied by a physician's note. Students with consistent discipline problems will be dropped from class without any possible refund. **Refund requests will forfeit 20% of their registration fee or no more than \$25 for each program/registrant as an administrative fee.**