



Financial Hardship, Refund, and Cancellation Policy for CLE, CPE, and HRCI Programs

Please note that Faegre Drinker Biddle & Reath LLP's standard policy is not to charge for our Continuing Education programs. Please see the below policies for any continuing education program where a fee is charged.

Financial Hardship Policy

Financial assistance for continuing education programs is based on financial hardship and may be granted by Faegre Drinker to those attorneys who may be unemployed, employees in the public sector demonstrating need, or otherwise. Attorneys wishing to participate in a seminar may send a signed, written request with background information and an explanation for why the seminar fee causes financial hardship at least 3 days prior to the program in order to receive a reduced fee. This request should be sent to CLE@faegredrinker.com. The criteria for the receipt of such aid is listed below.

Unemployed Attorney	Free admission
Income up to \$35,000	75% discount
Income from \$35,000 - \$50,000	50% discount
Income from \$50,000 - \$80,000	25% discount

We will not deny aid to any attorney who requests it in line with the above criteria. If an attorney demonstrates need outside of the above criteria, we will still seek to provide them with some financial relief to enable them to attend.

Refund Policy

Attendees may receive a refund for any fee paid for a continuing education program up to seven days prior to the program event date by emailing CLE@faegredrinker.com. Refunds will be processed within thirty days of the receipt of all requests. Refunds are not available less than seven days prior to the program absent extenuating circumstances, for example illness, death of a family member, cancelled travel, etc. Requests for a refund for extenuating circumstances should be requested by emailing CLE@faegredrinker.com and providing information as to why extenuating circumstances should warrant a refund. Requests for refunds received after the deadline will be evaluated on a case-by-case basis but approval will not be unreasonably withheld.

Cancellation Policy

If we must cancel the program for any reason, all registered attendees will be notified as soon as possible via email to the email address on file for their registration. We will update any applicable event information on any course event pages and all attendees will be issued a refund for any fees paid for the program within thirty days of notice of the cancellation.