

NCTCOG RPA Cancellation Policy

Registration Policy

Upon registration, agencies will be required to pay a non-refundable registration fee of \$100 to secure their spot in the academy. This registration fee will be deducted from the total tuition fees.

Tiered Cancellation Fees

Early Cancellation: If an agency cancels their registration 30 or more days before the start of the academy class, they will be eligible for a full refund of the tuition fees, minus the non-refundable registration fee.

Late Cancellation: If an agency cancels less than 30 days prior to the start date of the academy class, the agency will forfeit the non-refundable registration fee plus 20% of the tuition fees.

Exceptions and Special Circumstances:

NCTCOG Regional Police Academy will waive fees if the cancellation was due to medical emergencies, military service, or other extenuating circumstances. In such cases, agencies may be required to provide documentation to support their request for a refund.

Policy Communication:

NCTCOG Regional Police Academy will communicate its cancellation policy during the registration process. This includes detailing the deadlines for cancellations, the amount of any non-refundable registration fee, and the tiered structure of cancellation fees.

It's important for agencies to carefully review and understand the cancellation policy before registering a recruit for the police academy. This will ensure that they are aware of their financial obligations and any potential consequences of cancellation.

NCTCOG RPA Tuition Refund Policy

Tuition Refund Policy

Beginning with the first day of class at the Police Academy, any agency which withdraws a recruit from the Academy, or has a recruit remove themselves from the course, is entitled to a partial tuition payment refund (minus the initial \$100 course registration fee) at the following rates:

Tiered Tuition Refund Rates (by week)

First week of class - 80% of tuition cost

Second week of class - 60% of tuition cost

Third week of class - 40% of tuition cost

Fourth week of class and later - No refund

Refund calculations are based on the principle that attendance at the Police Academy at any point during a given week constitutes attendance for the week as a whole. Partial week credit is not available.

Exceptions and Special Circumstances:

NCTCOG Regional Police Academy will consider recycling a recruit officer who is dismissed from the Police Academy for injury received while participating in Academy functions. The recruit officer will need to be medically cleared prior to recycling. No refund will be issued for recruit officers who are expelled from the Police Academy. Recruit officers who are withdrawn after all reimbursement periods have passed, then later re-enrolled, will be required to reapply and pay full current tuition cost.

Policy Communication:

NCTCOG Regional Police Academy will communicate its tuition refund policy during the registration process. This includes detailing the deadlines for refunds, the amount of any non-refundable registration fee, and the tiered structure of refunded amounts by week.

It's important for agencies to carefully review and understand the tuition refund policy before registering a recruit for the Police Academy. This will ensure that they are aware of their financial options and any potential consequences of delayed withdrawal or dismissal.