ACI CERTIFICATION REGISTRATION CHANGE/CANCELLATION POLICY

If you need to cancel or make changes to an ACI certification exam session registration, your options are:

1. **Find a substitute** to fill your spot(s).

2. There is a **48-hour cancellation window after registration**.
A full refund, less a $35 CC processing fee, will be applied.

3. After 48 hours, you can select **a credit extended to the next scheduled session**, the same or a different session. If necessary, minus the cost of the study guide from $95 - $150 plus shipping charges. Balances may apply.

4. **After WACA has mailed study guides, a credit will only** be extended to the next scheduled class.

* **No-shows will not be refunded or carried over** to the next exam date.

We understand things change, but **please ensure registrations are accurate** before making them and avoid additional charges.

Washington Aggregates and Concrete Association
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Learn more:
www.washingtonconcrete.org/aci-certifications