



## **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  
22223 7th Ave South, Des Moines, WA 98198  
206.878.1622 | [mbauer@warocks.org](mailto:mbauer@warocks.org)

Learn more:

[www.washingtonconcrete.org/aci-certifications](http://www.washingtonconcrete.org/aci-certifications)