



COURT OF
**MASTER
SOMMELIERS**
Americas

Court of Master Sommeliers, Americas Cancellation, Refund and Transfer Policies

ONLINE PROGRAMS	
Cancellation & Transfer Policy	Online courses are NOT eligible for refund, cancellation, or transfer. We may consider a refund/transfer request provided the student notifies us via email at info@mastersommeliers.org within 24-hours of placing the online order.

IN-PERSON PROGRAMS							
Introductory Course & Examination, Certified Sommelier Examination, Deductive Tasting Workshop							
Cancellation Policy	Notification of cancellation must be emailed to info@mastersommeliers.org .						
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Cancellation Date</th> <th style="width: 50%;">Refund Policy</th> </tr> </thead> <tbody> <tr> <td>30+ days prior to start date</td> <td>All minus \$50 processing fee</td> </tr> <tr> <td>Less than 30 days prior to start date</td> <td>No refund or transfer. If due to illness/medical reasons or death in the immediate family, a doctor's note will be required within 14 days after the start date for partial refund consideration.</td> </tr> </tbody> </table>	Cancellation Date	Refund Policy	30+ days prior to start date	All minus \$50 processing fee	Less than 30 days prior to start date	No refund or transfer. If due to illness/medical reasons or death in the immediate family, a doctor's note will be required within 14 days after the start date for partial refund consideration.
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Transfer Policy	<p>Candidates are allowed ONE transfer per registration under the following conditions:</p> <ul style="list-style-type: none"> Transfer request must be emailed to info@mastersommeliers.org more than 30 days prior to start date. The program you transfer to must be: (1) of the same type, (2) non-waitlisted, (3) posted on our Schedule. We cannot hold funds on the books for future programs that have not been confirmed/posted to our schedule. 						
Advanced Sommelier Course & Examination, Master Sommelier Diploma Examinations							
Cancellation Policy	<p>The Court of Master Sommeliers incurs significant expense in administering the Advanced Sommelier and Master Sommelier programs. Therefore:</p> <ul style="list-style-type: none"> Candidates may not cancel their registration once they have accepted their invitation. No refunds will be made to candidates, save for medical emergency. <ul style="list-style-type: none"> If there is a medical emergency, a doctor's note will be required for refund consideration. Last minute cancellations may disqualify the student from being considered for future courses/examinations. Should you have to cancel, you must do so in writing to klewis@mastersommeliers.org. 						