

# In Class Terms and Conditions

## ***In Class Course Duration/Repeat Policy***

**Students enrolling in 1, 2 or 3 sections** will receive 18 months from the date they attend their first class to schedule and attend any subsequent classes purchased.

**Students enrolling in all 4 parts** will receive 18 months to schedule and attend all four sections and any purchased Unconditional Repeats (see repeat policy below). This time begins from the date the student attends their first class. The maximum number of times you may attend each section is 2 (with the purchase of an Unconditional Repeat – see below), and both must be within this 18 month timeframe. A course can extend past the 18 month expiration date only if the section being attended began before said expiration date, but is scheduled to complete after the student's course has expired.

## **Unconditional Repeat Policy**

Unconditional Repeats are valid on full, 4-part course enrollments. When you register for 4 parts concurrently, you will have 18 months from the time you actually attend your first class to attend each part and purchase/attend any repeats. Repeats are assessed a \$50 enrollment fee per part.

Unconditional Repeats may be taken in either the In Class or Online format. An In Class Unconditional Repeat must be purchased and scheduled before the 18 month expiration date on a student's course. An Online Unconditional Repeat grants unlimited online access to view all lectures for the section purchased for 12 full months or the student's 18 month expiration date, whichever comes first. Students may add repeats at any time during their 18 month timeframe; however, time cannot extend past this 18 month date. Should a student purchase an Online Unconditional Repeat with less than 12 months remaining of their timeframe, the student will only be given online access to the lectures purchased until their 18 month expiration date (note: this will give the student less than 12 months of access for their Repeat).

Our Unconditional Repeat does not require attendance or homework completion, nor does it require the purchase of new books and materials. Unconditional Repeats are non-transferable, and do not include new course materials. Textbook updates are provided free of charge in the form of online PDF files at the request of the student.

**Students outside of their course timeframe** (beyond their 18 month expiration date) can enroll as a former student and purchase any sections, or the full course, at a past student discounted rate.

## ***Books and Materials***

Roger CPA Review includes the most up to date materials at the time of shipment. 1-2 times a year we update our course textbooks and students can request PDF's of any updated materials to be sent via email for no charge. Updates may be requested up to one year past a student's expiration date. Students may contact the office staff for the most recent updates available at [staff@rogercpareview.com](mailto:staff@rogercpareview.com). Replacements for lost, stolen, or broken materials will be the student's responsibility.

## ***Shipping***

All books and materials will be shipped to the student via UPS ground; Roger CPA Review does not offer students the ability to pick-up their materials. Students have 30 days from the course order date to report damaged or missing items from their package.

## ***Structure***

Students may take classes consecutively or not, may take classes all in one location or alternate between locations, and may also take classes concurrently (for example, taking FAR in San Francisco while also taking REG simultaneously in San Jose).

## ***Online Make-Up Policy***

If you miss a class, or just need to see it again, you can view an online makeup for free. To view your online make-up, visit your student account on our website. You will have access to lectures for 2 weeks from the date you request. You may view these lectures from any computer that meets technical requirements. Online make-ups are available for the duration of the class and up to 3 weeks after the final class date.

## ***Webcast Locations***

Classes at certain locations are delivered via live streaming webcast or pre-recorded lectures, and, as such, are subject to potential limitations inherent to current technology. Though Roger CPA Review will make every attempt to ensure reliability at the broadcast site, we reserve the right to cancel any class without notice due to technical circumstances beyond our control. If this occurs, students will be granted access to the missed lectures through our online course for a period of 2 weeks.

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## ***Refund Policies and Procedures***

Students may cancel and receive a refund of all charges (less any shipping charges and a \$200.00 cancellation fee) if the student cancels their agreement prior to attending their first class, or on the first day of instruction for any classes enrolled. You must notify Roger CPA Review in writing either by e-mail or postal mail about your decision to cancel. Materials must be returned within 10 days of course cancellation. Materials must be unused and in resalable condition. There are **no refunds after the first day of class**. We do not offer pro-rated refunds. If a student does not cancel their entire course(s) on or before the first day of class, he/she cannot cancel or receive any refund.

Returns should be sent to:

Attn: Returns  
Roger CPA Review  
2261 Market St. #333  
San Francisco, CA 94114

Returned items should include a letter regarding the nature of the return, include the student's name, telephone number and email address.

**International Orders** - There are no returns, cancellations, or exchanges for any course orders or items shipped outside of the United States.

## ***Terms of Use***

**Right to Transfer** - You may not lend, rent or lease this program without the express written consent of Roger CPA Review.

**Single User License** - The program and materials are licensed for use to the customer only, and grants user rights to only one individual. No other individual or group may view, listen to, or utilize the course in any way whatsoever.

**Recording, Duplicating** - You may not copy or reproduce any portion of the LICENSED MATERIALS. You may not distribute, share through any information network, transfer, sell, lease or rent any of the part of your course to any other person, in whole or in part.

Failure to abide by these terms and conditions will result in immediate termination of your course without refund or option to transfer.