

Refund Policy

If an applicant has registered for a course and is unable to attend for any reason, they may re-register for another course within the next two months for an additional reprocessing fee of \$25.00. An applicant may cancel their registration up to one week prior to the date that they registered for and receive a 25% refund. Cancellation less than one week prior will result in a forfeit of their registration fee.

If an applicant fails to notify Associates in Medical Education in writing or by phone they will forfeit the entire registration fee.

Late registration (less than 14 days before course date), will require an additional \$30.00 late Fee.

Special Classes may be scheduled at a fee of \$15.00 more if you are unable to attend the scheduled class dates. Call the office to set up an appointment.

Special Note

All ACLS applicants should enclose a **copy** of their BLS card, and ACLS card if registering for a retraining class. Please make sure that your registration includes an **email address** so we may acknowledge your registration and forward some special notes.

Attention Canadian Students

All Fees must be paid in \$ U.S.

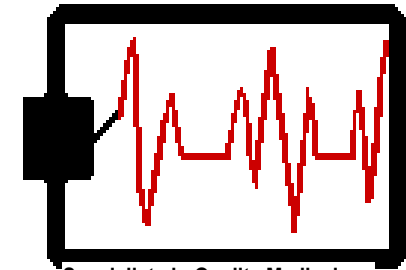
Replacement Cards are provided for a \$10.00 fee



23300 Greenfield Rd.
124
Oak Park, MI 48237

Associates in
Medical Education

Associates in
Medical Education



Specialists in Quality Medical
Training

www.aime-mi.org

Course location : International Plaza

23300 Greenfield Rd.

Suite 124

Associates in Medical
Education



248-968-5333 or 313-731-ACLS (2257)

