



## **Examination Refunds**

### **Purpose**

The purpose of this policy is to determine those situations in which a candidate application fee will be refunded.

### **Policy**

There will be no refund of application fees. Candidates unable to take the examination as scheduled may request a transfer to the next examination period if the request is submitted in writing with a transfer fee, which is periodically set by The Certification Council for Professional Dog Trainers (CCPDT) Board of Directors, received within thirty (30) calendar days after the testing period ends.