

***Morris K. Udall and Stewart L. Udall Foundation***

***John S. McCain III National Center for  
Environmental Conflict Resolution Program (National Center)***

***Training Program Cancellation, Rescheduling, and Materials Distribution Policy***

*Effective July 07, 2025*

***Open Trainings – Virtual***

Cancellations made up to 30 days in advance of a training course will be refunded in full. Cancellations made less than 30 days in advance of a training course, including no shows, are not eligible for a refund.

Virtual training participants will receive electronic course materials.

The National Center reserves the right to cancel courses, change virtual platforms, change instructors, or change course content. If a course must be cancelled, participants will be informed a minimum of 30 days prior to the start of the course.

***Open Trainings – In-Person***

Cancellations made up to 30 days in advance of a training course will be refunded in full. Cancellations made less than 30 days in advance of a training course, including no shows, are not eligible for a refund. In order to receive a hard copy of the participant workbook, participants must be registered online no less than 21 days in advance of the course.

The National Center reserves the right to cancel courses, change course location, change a course from in-person to virtual, change instructors, or change course content. If a course must be cancelled due to low enrollment, or the location of the course is changed, participants will be informed a minimum of 30 days prior to the start of the course. The National Center is not responsible for reimbursing registrants for any additional costs, such as nonrefundable airline tickets, hotel costs, etc.

### ***Group Trainings – In-Person and Virtual***

Payment for group training courses must be received no later than 60 days prior to the start of the course.

Electronic materials are provided for participants in virtual trainings. For in person trainings, hard copy participant workbooks will be provided.

Virtual courses may be substituted for in-person courses for all courses except Crafting Collaborative Solutions to Environmental Conflict, which is only offered in person.

If your organization needs to reschedule your group training course(s), the National Center training team will do its best to find another time that works for your group. Please be aware, though, that a new date may not be available for up to 6 months or more from the originally scheduled date(s).