



A P E G S

*Association of Professional Engineers
& Geoscientists of Saskatchewan*

Policy Number: 2.0

Policy Name: PD Days Pricing and Cancellation Policy

Effective Date: April 5, 2019

Policy: APEG S offers professional development opportunities for its members in a variety of forms, including:

- Professional Development Days (Spring and Fall);
- Annual Meeting Professional Development Day track sessions and key note plenary speakers; and
- Information sessions (e.g. ERC orientations, ARC orientations, Town Halls, etc.).

All members are encouraged to attend the APEG S Annual Meeting, where professional development track sessions are offered at no cost.

Information sessions that are provided to advise applicants and members about APEG S business are provided at no cost to the attendees.

Spring and Fall PD Days are priced to break even, based on the estimated total facility and facilitator costs of the sessions and the estimated number of attendees. Requests for cancellations must be received at least 5 business days prior to the event. These cancellations will result in a full refund, less a \$50 administration fee.

Special circumstances for cancellations that fall within the 5 business days of the event will be considered at the Registrar's discretion.

Rationale: To provide fair pricing for all members to participate in professional development opportunities offered by APEG S.

Council Motion: 19-058:A

Date of Motion: April 5, 2019

Reason for change: Original Policy.