

**CIRCLE TEN COUNCIL
WOOD BADGE COURSE FEE
DEPOSIT REIMBURSEMENT POLICY**

The following policy will apply to course fees paid for all Wood Badge courses conducted in Circle Ten Council commencing with the fall course in 1999 (WB56):

1. A portion of the course fee will be a “non-refundable, non-transferable deposit.” Because the practice of transferring deposits or fees from one course or person to another has frequently caused confusion and difficulty in keeping accurate financial records, no portion of any course deposit will be transferred to other Council training activities or other Wood Badge courses, or from one applicant to another.
2. The amount of the non-refundable, non-transferable deposit for courses conducted at Council Camps will be \$50.00. The amount for courses conducted at Philmont will be \$100.00.
3. Each applicant should insure that he/she understands the Council’s Wood Badge Course Fee Deposit Reimbursement Policy prior to payment of the initial deposit for the course.
4. Additional portions of the course fee may become non-refundable, depending upon the circumstances and timing of the applicant’s withdrawal from the course.
5. Any refundable portion of the course fee will be paid by the Council only upon verification by the Course Director that a refund is appropriate.