new washington school of psychiatry

NATIONAL GROUP PSYCHOTHERAPY INSTITUTE (NGPI)

PAYMENTS, CANCELLATIONS, AND REFUNDS

All applicants:

- must pay a non-refundable $100 application fee.
- must pay a $400 deposit at the time of application to secure a spot in the program (this will be applied to the full tuition)

Tuition Payments: Participants may elect one of the following

- **Full**: One full-tuition payment of $2,400 (due at time of application)
- **Annual**: Two annual payments of $1,200 each (first payment due at application; second payment due at least 30 days prior to Conference #4 of the 6-conference cycle)
- **Conference**: Six payments of $400 each (first payment due at application; each successive payment due at least 30 days in advance of each conference)

Refunds: A participant who wishes to withdraw from the program must do so in writing by emailing Admin@newwsp.org and copying program chairs.

Refunds Before the Program begins:

- Withdrawal from the Program 30 or more days prior to the first scheduled conference: Participants receive a full refund of tuition paid, including the original deposit. The application fee is non-refundable.
- Less than 30 days prior to the first scheduled conference: Participants will receive a full refund of tuition paid minus the original deposit. The application fee is non-refundable.

Refunds Once the Program begins:

- If withdraws after the 1st conference of the two-year cycle, the participant will be responsible for 50 percent of the full program
    - Participants who have paid the full tuition will receive a 50% refund
    - Participants who have made a first payment of $1200, receive no refund
    - Participants who are paying per conference receive no refund and are responsible for the outstanding balance of $800 which may be paid in one lump sum or in two payments prior to the final weekend of the first program year.
- If withdraws after 2 or more conferences:
    - Participants who have paid the full tuition receive no refund
    - Participants who have made a first payment of $1200 receive no refund and are responsible for the outstanding balance of $1200
    - Participants who are paying per conference receive no refund and are responsible for the outstanding balance of the remaining conferences which may be paid in one lump sum or in two payments prior to the final weekend of the first program year.