

Policies and Guidelines

Payment and Privacy Policy – Construction Learning Skills has entered into an agreement with a reputable third party online credit-processing vendor. All personal information is secure by means of encryption on the vendor site.

Delivery –All order requests will be processed upon receipt of registration fees and learning materials mailed within five – (5) business days. Please allow up to one week for delivery for Estimating, Site Superintendent, Project Manager, Construction Manager and General Contractor materials. In rare circumstances, the delivery of some CLS materials may be delayed due to high volume or low stock. In this event, CLS will contact the registered person with an estimated time of delivery notification.

Damaged Goods -In the event of damaged goods or failure to receive materials, please contact Construction Learning Skills at the address provided below.

Refunds – All sales are final. Due to the exclusive nature of the materials provided by Construction Learning Skills, all registration fees are **non-refundable** however; special circumstances will be considered provided all learning materials are returned to CLS within a reasonable period of shipping date, and that all original CLS packaging is intact and unopened. All opened packaging returned to CLS will be qualified as **void**.

Guidelines

- Costs for all courses and materials include tax, shipping and handling fees.
- There will be a Thirty-Dollar Service Charge for all returned and unpaid cheques.
- All course materials including receipt of purchase shall be shipped 2-to 3 business day express after the receipt of registration and payment in full unless noted otherwise.
- All questions should be directed to: info@constructioncourses.ca