ASCE YMF PE Review Course Terms and Policies

1. Fees
   a. Caltrans employees receive a 50% discount on any course.
   b. $50 late fee applies for registration after the deadline.
   c. Student will be responsible for any additional transaction fees or penalties due to delayed or unacceptable payment fees (bounced checks, late fees, etc.).

2. Reference Materials
   a. ASCE offers 15% discount on PE Review materials through PPI.
   b. A list of reference materials may be provided upon request, based on the list provided by NCEES.

3. Depth Courses (PM Courses)
   a. Available per subject if 5 or more students register.
   b. Students will be refunded payment if the course is canceled.
   c. A list of course offerings will be available the day after the registration deadline.

4. Course Materials
   a. Course materials are provided for the review session.
   b. Course materials are distributed on the first day of class.
   c. No additional course materials will be provided for students who are retaking the course.
   d. Class notes, Mock exam booklet or any other reference material will not be mailed to any students; students have to be physically present in the class to receive these materials.

5. Retaking the Review Course
   a. Must provide proof of not passing the exam.
   b. May only retake the paid-for course once within a 12-month period.
   c. No course materials provided.
   d. Free retakes are not offered for the Depth review courses.
6. Refunds
   a. Cancellation 2 weeks or more prior to the beginning of the review course - 100% refund
   b. Cancellation less than 2 weeks prior to the beginning of the review course - 75% refund
   c. Cancellation less than 1 week prior to the beginning of the review course - 50% refund
   d. No refunds will be offered after the review course has started.