



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.