

The Upledger Institute International Policies

The Upledger Institute International (UII) Policies Pertaining to Participants

Check for updates and most current policies on <http://www.upledger.com/pdf/policies.doc>

Minimum Pre-requisite for Attendance at Classes

Attendees at UII seminars must meet one of the following criteria:

1. Have a license to touch
2. Have a comparable certificate if their state does not require licensure
3. Be a student in a healthcare program
4. Be a graduate from a healthcare program awaiting licensure or certificate

Cost

The total cost for these programs may include city surcharges or taxes. The cost includes the application fee, as well as pre-preparation information/material that may be sent to you via the confirmation information. The remaining amount is the tuition for the seminar.

Cancellation Policy

Our cancellation policies vary by specific course. In most cases, class registration is fully transferable up to 7 days prior to course. Within 7 days, a \$100 administrative fee will apply. Tuition is fully refundable up to 30 days prior to a course. Within 30 days, tuition is nonrefundable. Refund requests must be made in writing within 12 months of the registration. Cancellation policies may vary for certain classes such as those held in Big Sur, California, taught by curriculum developers, dissection courses, courses held outside North America or classes that are privately sponsored. See individual classes or call 561.622.4334 / 800.233.5880 for specifics.

Code of Ethics

As a practitioner using therapies taught through The Upledger Institute International you are expected to adhere to the highest professional standards. Among these are the commitment to provide quality therapy to all persons without discrimination, to seek educational opportunities to enhance therapeutic skills, to respect each client's right to privacy, and to accept the responsibility to do no harm to the physical, mental and emotional well-being of self, clients and associates.

Scope of Practice

Attendance at The Upledger Institute International programs is not intended to be used as a hands-on license. You must work within your professional scope of practice and abide by the rules and/or laws that govern healthcare practices in your applicable region (i.e., city, state or province).

Insurance Reimbursement

Insurance reimbursement policies vary for manual therapies. If insurance reimbursement is an integral part of your practice, we encourage you to verify insurance acceptance for your profession in your state/locale.

Special Needs

If special arrangements are required for an individual with a disability to attend an Upledger Institute International program, please inform us of any special needs at least 60 days in advance. Contact our Educational Services Department at 561.622.4334 / 800.233.5880 or info@upledger.com, or fax at 561.622.4771.

Pregnancy Policy

A person may attend an Upledger Institute International class when they are pregnant. It is recommended that you make it known to the instructor prior to the start of class. They will inform you of any restrictions.

New Editions of Study Guides Policy

This work is constantly evolving resulting in updated versions of Study Guides. As Alumni of a particular course, you are eligible to purchase the corresponding updated versions of the Study Guide at cost - \$20 each.

Adding a New Class to Schedule

At an existing class, if 20 registration deposits are collected for the next level class, administration will add the next level class in that city. In rare circumstances the minimum number of deposits required may be reduced.

Cancellation of Seminar

UII does not like to cancel seminars. If at 30 days out there are less than 10 participants registered, the CEO will determine the course of action to take.

Disclaimer

Due to the litigious society in which we live, the following disclaimer is provided on the advice of counsel. Attendance at The Upledger Institute International courses requires you to hold The Upledger Institute International and its representatives not liable and harmless from litigation for any injury, accident or undesirable effect that may occur at the meeting site, from their equipment, and/or from other attendees.

This is to include, but is not limited to, faulty elevators, slippery stairs or walkways, falling light fixtures, breaking chairs, collapsing tables and pre-existing medical conditions. If you are more comfortable bringing your own equipment, including a treatment table, you are welcomed and encouraged to do so. The Upledger Institute International and its representatives are also not liable for any injury, accident or undesirable effect that may occur due to any equipment another party, such as a fellow participant, may bring in. This is to include, but is not limited to, a treatment table that may be shared or be the cause of an accident or injury.

There may be certain pre-existing medical conditions that are contra-indicated for the course work you are attending. It is your responsibility to inform the staff of any pre-existing conditions prior to the course or the practice sessions.

It is also agreed that The Upledger Institute International and its representatives are held not liable for any inappropriate behavior or actions by any persons encountered at the seminar. This is to include, but is not limited to, hotel or meeting-site staff, other participants, teaching assistants and UII staff. If you encounter any inappropriate behavior, please notify the Teacher or Facilitator immediately. If this is not possible, please contact The Upledger Institute International office directly.

Website Policy

In no event will The Upledger Institute International (UII) be liable for damages of any kind, including, without limitation, direct, incidental or consequential damages (including, but not limited to, damages for lost profits, business interruption and loss of programs or information) arising out of the use of or inability to use UII's website or its content, or any other information provided on the website or in specific products and services offered through the website. While UII takes reasonable steps to determine the accuracy and completeness of the content contained on its website, UII disclaims all warranties as to the accuracy, completeness, adequacy, timeliness and your ability to use such content. You assume sole responsibility for your results using any content from UII's website.