

Payment Policy

All tuition and course fees for **Learning Hub Leadership Academy (LHLA)** are due according to the payment schedule provided at the time of enrollment.

- **Payment Options:** Families may pay in full or choose an approved installment plan if available.
- **Due Dates:** Payments must be made by the stated deadlines to secure a student's place in class.
- **Late Payments:** Accounts not paid by the due date may incur a late fee.
- **Delinquent Accounts:** LHLA reserves the right to suspend student participation in classes or activities until balances are paid in full.
- **Returned Payments:** A \$35 fee may apply for returned checks or failed transactions.

Financial Responsibility

Parents and guardians assume full financial responsibility for students enrolled at **Learning Hub Leadership Academy (LHLA)** from the time of enrollment through the completion of the course.

By enrolling, families acknowledge and agree to the financial terms and payment schedule outlined at registration.

Refund Policy

Our courses are generally **non-refundable**. Students may not transfer to another course without the express consent of the instructor, and any approved transfer must be to a class offered by the same instructor.

Refunds or transfers may be approved under the following circumstances only:

1. **Act of God** — death, serious illness, or incapacitation of the student or instructor.

2. **Instructor Cancellation** — if an instructor cancels a class and no comparable replacement is available.
3. **Enrollment Error** — if a student is accidentally registered for the wrong course (contact us immediately to resolve this).

To be considered for a refund or transfer, **all requests must be submitted in writing** to:

 admin@learninghubdfw.org

Additional Terms

- Course registrations may **not be transferred** to another student.
- Refunds will **not be issued after a class has begun**, except under the limited conditions listed above.
- Refunds for **private tutoring** offered through LHLA will be handled on a case-by-case basis.