

**Transfers or  
Returning After  
a Break in  
Enrollment**

EFM students may transfer to groups, both within and outside Canada. Arranging transfers, however, may require time. A student who returns after a break in enrollment may resume the work at the point where he or she left off, or repeat a year or portion of it.

**Refunds**

A **refund**, less a \$30.00 processing fee, may be made to a student if withdrawal occurs **BEFORE THE STUDENT'S FIRST SCHEDULED MEETING**. This written request must be mailed with the unopened materials for that student within 30 days of that student's scheduled first meeting.

A partial refund may be made to anyone who **STOPS ATTENDING WITHIN 30 DAYS** after his or her first Scheduled Meeting. To qualify, the refund must be requested within 30 days of the student's last meeting date and will be made as follows:

If the student paid \$375.00 the refund will be \$150.00  
If the student paid \$425.00 the refund will be \$175.00

**No refunds** will be made to students who enrolled at a reduced fee or after 30 days of participation in the EFM program.

**Continuing  
Education Units  
(CEU)**

The EFM program does not provide course credits since it requires no graded work or examinations. The University of the South can award Continuing Education Units for EFM at the rate of eighteen (18) CEU for each year of work. Guidelines for granting CEU require the participant be present for at least 90% of the seminars. The mentor or student should request written documentation of CEU from the EFM-Canada office when these are desired.

**Certificates**

The School of Theology of the University of the South awards Certificates of Completion to EFM students and mentors who have completed the four years of the EFM program through EFM-Canada