AMERICAN COLLEGE of NURSE-MIDWIVES

This policy is in effect as of January 2024.

Please Note:
The following policy changes will go into effect starting with registration for the 2024 First Assist Workshops.

Registration & Cancellation Policy
Please review the following registration and cancellation policy prior to registering and note that by registering you agree to adhere to this policy in full. Please email any questions to ce@acnm.org.

To qualify for the ACNM member rate, your membership must be active and not past your expiration date. If you are past your membership expiration date, you must renew your membership prior to the time of registration to qualify for the member rate. Adjustments and/or refunds for registration fees will not be given to individuals who register at the non-member rate and later join ACNM.

First Assist packets (the felt and sutures provided by ACNM and used on the day of the workshop) are sent 12 – 13 days prior to the day of the First Assist Workshop session. You are required to provide an up-to-date mailing address to ensure your First Assist packet is sent to the correct address. If an address is not provided, we will use the address on file. If the mailing address on file is not correct and you do not receive a First Assist packet you will have to secure your own materials.

Free class changes are only permitted prior to the close of registration. All learners must come to the workshop prepared, which includes having completed all prerequisite materials (exam, review of videos, and textbook). If you feel you are not prepared, you may withdraw from the course at any time, however, a refund is not guaranteed.

For this virtual training (10:00 AM – 3:00 PM EST), all participants are required to be in a stationary location. In addition, registrants will need to have their cameras on for the entire training. This workshop is not recorded and can only be attended live.

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Registration refunds for this workshop will adhere to a sliding scale. If you withdraw at least 4 weeks prior to the day of the First Assist Workshop, you are eligible for a full refund. If you withdraw at least 3 weeks prior to the day of the First Assist Workshop, you are eligible for a 50% refund. If you withdraw less than 3 weeks prior to the day of the First Assist Workshop, there will be no refunds. **Please reference the refund deadlines for each course on the online learning platform and ACNM's website for each First Assist Workshop session.** Fees paid for workshop prerequisite materials are non-refundable. Should you cancel your training, you will not be compensated by ACNM or the course instructors. **All First Assist Workshop cancellations must be submitted in writing to ce@acnm.org**.

*All the dates listed are subject to change, but all learners enrolled will be given notice as soon as changes are made.