

## Registration Payment, Deadline, and Cancellation Information

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All registration materials and payments must be mailed to the national office:

Marianist LIFE Registration  
1341 N. Delaware Ave. #301  
Philadelphia, PA 19125-4300

All registration payment checks must be made payable to **Marianist Province**. Please mail ONE CHECK from your institution per due date (collect monies from students separately and mail ONE check per payment; DO NOT send multiple checks).

### **REGISTRATION MATERIALS MUST BE POSTMARKED BY:**

- December 5: Registration Opens
- ***January 30***
  - Due: Pre-registration form
  - Due: 50% payment due (check made payable to Marianist Province)
- ***March 31***
  - Due: ALL Student and moderator registration forms
- ***May 15***
  - Due: Final payment (check made payable to Marianist Province)
  - **Payments received after May 15 will incur a 5% weekly surcharge of remaining balance due**

### **CANCELLATION POLICY**

- Full refunds will be granted for emergency situations
- Cancellations after May 15, 2020 will be subject to 50% administrative fee per total individual registration fee
- Participant substitutions are allowed through June 15th

### **REGISTRATION REQUIREMENTS**

- Minimum of 4 students to attend
- Maximum of 24 students per institution
  - 1-2 moderators for every 4-6 students