

Speech and Hearing BC Policy Statement & Procedures

V. 19

AREA: Finance

SUBJECT: Membership Cancellation and Reimbursement

POLICY:

A member may request to cancel their Speech and Hearing BC membership and receive reimbursement as outlined below.

PROCEDURE:

- Reimbursement of membership fees will be considered for reasons of maternity/parental leave, sick leave and change of provincial domicile
- Requests will be submitted in writing to the Speech and Hearing BC office and approved by the Operations Manager
- Reimbursement of six months worth of membership fees minus a \$35.00 + GST processing fee will be given if the cancellation request is received by the Speech and Hearing BC office on or before June 30 of that same year. Any requests for reimbursement due to membership cancellation received after June 30 of each year will not receive reimbursement of fees paid for membership.