International House Program Office
Participant Cancellations and No-Refund Policy

In order to offer and coordinate activities and events to our residents at discounted rates, we have a strict no-refund policy in place for all registration or ticketed Program Office sponsored events. All registration/ticket fees are final and non-refundable at time of purchase. Please makes plans accordingly.

Refunds will only be issued by the Program Office in case of the following: event cancellation, a verifiable life threatening circumstance or emergency and to any remaining wait list participants who were not able to attend. Full refunds will be issued directly to your credit card via Eventbrite 3-5 business days after the event has taken place.

If your plans change and you can no longer attend, please alert the Program Office as soon as possible in writing by emailing ihprograms@berkeley.edu with the subject heading:

SUBJECT: Request to Cancel: "Insert title/date of event"

This does not guarantee a refund, but allows us to release your space to the next available person on the wait list, if one is available.

If no wait list is available, as a courtesy to our residents, the Program Office will do our best to help residents find a replacement. We encourage residents to do their own outreach to other residents on their floor or on the I-House Facebook Group.

If a fellow I-House resident replacement is found at least 3 working business days prior to the event, you may be eligible for a refund. Once the Program Office makes the final determination and verifies that a qualified replacement is found, ample time is needed to administratively process a successful switch between two residents. Again, these efforts do not guarantee a full refund, but does increase your chances of consideration for a refund.

The final decision to issue a full refund is up to the discretion of the Program Office.

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