REGISTRATION INFORMATION

How do I register?

Registration forms are available on the AORS website (www.aors.on.ca) as soon as the course, method of delivery, and location details are confirmed. As well, we will be notifying you and/or your municipality directly by email on a regular basis (with a link through to the AORS website) as soon as we have complete course information.

Where are the courses being held?

We'll bring the training to you! Just give us a call and we'll organize the training in your municipality or within a convenient driving distance for you and/or your staff.

Alternatively, there are numerous online training options available. AORS can accommodate most requests to deliver in-person classroom modules via web-based formats.

To book an AORS training seminar contact:

Dennis O'Neil CRS-S
Member Services Coordinator
Cell: (519) 405-0062
dennisoneil@aors.on.ca

Christie Little
Programming and Training Coordinator
Cell: (226) 543-1107
christielittle@aors.on.ca

Do I get a refund if I cancel?

If written cancellation is received:

- at least 20 working days in advance of course date—**100% refund (less $50.00 administration fee);**
- between 10-19 working days in advance—**50% refund;**
- less than 10 working days in advance—**No refund.**

If payment has not been received at time of cancellation, an invoice will be issued for the appropriate amount as costs will have already been incurred. If circumstances prevent a previously registered person from attending a course, substitutions are permitted up to and on the day of the event. Substitutions are subject to a $50.00 administration fee.

Note: Unless otherwise specified, the client(s) and/or their employees are responsible for their own food and refreshments.