



## ESRA-DRA Exam cancellation and reimbursement policy

### Participant cancellation

1. Registration for ESRA-DRA Part I and Part II can be cancelled with the registration fee refunded via voucher if the cancellation request is presented before the registration deadline (1 calendar month prior to the exam). Administration fee is not refundable.
2. Refund requests for ESRA-DRA Part I and Part II after the registration deadline (1 calendar month prior to the exam) can only be granted under exceptional circumstances (severe acute personal illness or acute deterioration of chronic illness, death of next of kin – parents / siblings / children). Please note that illness of the other members of the family (grandparents, cousins, uncle/aunt ... etc) or pets are not considered as valid reason for refund. Please send the official documents justifying your refund request to [esra-dra@esraeurope.org](mailto:esra-dra@esraeurope.org) no later than one month after the examination. The refund of the registration fee after the deadline is at the discretion of the ESRA-DRA Board.
3. Should a registered candidate pass away before the examination date, the full examination fee will be refunded to the appropriate party/ family member.
4. All indirect costs incurred by the registration for ESRA-DRA Part I and Part II such as VISA, transportation and accommodation are not covered by the ESRA-DRA and are not considered as exceptional circumstances.

### Examination postponed by the ESRA-DRA Office

In the case of postponement, due to exceptional circumstances, the ESRA-DRA Board has the following policy in place:

1. All participant registrations will be given a new date for the postponed event
2. If the candidate accepts the new date, the registration will be rescheduled for the new date free of charge.
3. If the candidate rejects the new date, the registration will be refunded in form of voucher, but administration fee will be retained by the ESRA-DRA Office.
4. ESRA-DRA Office will strive to ensure registered participants, who rejected the new date, receive first priority to register for the exam the following year. For group registrations paid by a third party (hospital, National Society, etc.), the paying party will inform ESRA-DRA Office of which candidates should receive first priority the following year.

### Examination cancelled by the ESRA-DRA Office

In the case of cancellation by the ESRA-DRA Office, due to exceptional circumstances, the ESRA-DRA has the following policy in place:

1. All participant registrations will be cancelled, and a full refund will be given via voucher.
2. All indirect costs incurred by the registration for ESRA-DRA Part I or Part II such as VISA, transportation and accommodation are not covered by the ESRA-DRA Office.

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3. ESRA-DRA Office will strive to ensure registered participants, who rejected the new date, receive first priority to register for the exam the following year. For group registrations paid by a third party (hospital, National Society, etc.), the paying party will inform ESRA-DRA Office of which candidates should receive first priority the following year.

All applications for refund must be received no longer than 30 days after the date of the exam.  
All refunds will be processed in the form of vouchers within 30 days after receiving the application for refund.

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