

# FCCLA®

## NORTH CAROLINA

### SUBSTITUTION & CANCELLATION POLICY FALL LEADERSHIP MEETING(S)

In the event that registered attendees are no longer able to attend, chapters may be able to substitute or cancel their registration based on the following guidelines.

- Cancellations submitted BEFORE the **regular registration** deadline will be provided a full refund.
- After the registration deadline, all cancellations submitted by the posted deadline, will receive a full refund, less a \$15.00 administrative fee.
- Cancellations received after the posted deadline above will not receive a refund.
- Refunds will not be provided for “no shows” and the registrant and/or chapter will be responsible for all registration fees.
- Competitive event substitutions and name change requests must be submitted as stated above. Substitution requests for individuals registered to compete in a Competitive Event should match the level category of the person being replaced. *(For example; Student A is competing as a Level 3 participant and is unable to attend. I must replace Student A with another Level 3 participant.)*
- Substitution and name change requests will not be honored the day of the event.

**CANCELLATION & REFUND REQUEST DEADLINE | NOVEMBER 7TH, 2025**

**SUBSTITUTION & NAME CHANGE DEADLINE | NOVEMBER 14TH, 2025**

