



REFUND POLICY

Policy Approved by	Board of Directors – Governance Committee
Last Revision Date	3/31/17
Revisions Made	
Next Review Date	7/1/2020

Purpose

The UND Alumni Association and Foundation (the “Organization”) operates and raises funds for the benefit of the University of North Dakota (the “University”) under federal, state, and local laws and regulations that govern charitable fundraising and gift reporting.

This policy is to assist fundraising that benefits the University and is conducted by the Organization, departments, student groups, faculty/staff, or third parties.

To comply with North Dakota law, guarantee proper allocation of donations, avoid adjustments, and maintain consistent donor relations, no gift to the Organization may be returned to a donor unless a clear error in the amount of payment or the payee has occurred.

Gifts

By making a charitable gift to the Organization, a 501(c)(3) charitable nonprofit corporation, the donor understands that charitable donations are not refundable. Refunds will be made only in the event of a mistake or an extreme circumstance as determined by the Organization. If the purpose for which the gift is given cannot be fulfilled by the Organization, the party who originally made the contribution may designate another use of the donation or receive a refund. If after reasonable attempts the donor cannot be contacted, the Organization will consider the donor's original intent and determine how the fund(s) should be used. The Board of Directors of the Organization will have final authority to decide upon the use of the fund(s) in these circumstances.

Individuals who receive refunds are solely responsible for correcting any tax filings they have made to reflect the refunded amount.

Event Registration

Unless otherwise stated in event registration or program website materials, the Organization has no obligation to return or refund fees paid to participate in an event or program. Refunds will not be available to registrants who choose to cancel their registration or choose not to attend an event.

Event Cancellation by Sponsor

- The Organization and the University reserve the right to cancel an event due to low enrollment or other circumstances that would make the event nonviable.
- If an event is cancelled by the Organization or the University, registrants may be offered a refund.

- In unlikely situations where an event is cancelled due to weather, an emergency, or other unforeseen circumstances, the Organization or the University may not be able to offer a refund.
- Hotel and travel cancellations cannot be made through the Organization or the University. Registrants must contact the hotel or travel service separately for refunds.