Normandale Continuing Education & Customized Training
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Graphic and Web Design Certificates Refresher Policy

Any Graphic or Web Design class of 1 day or less qualifies for a free refresher within the current guidelines, which are:

1. The refresher must be taken within one year of the paid course.

2. The refresher is available only if there is room in the class. Those taking the refresher realize that they may get "bumped" if a paying customer registers.

3. To register, please email us at ncal@normandale.edu no earlier than one week before the course (please include the date of the class you want to attend).

4. The refresher is for the instruction only. Students should bring any instructional materials they received at the first class.

5. The refresher is good for one time only. In other words, students cannot take unlimited refreshers of the same class.

6. The refresher only applies to classes taken in the same version (e.g. a person who took Photoshop 1 in CS/5 cannot take a free refresher in Photoshop 1 in CS/6.

7. Refresher is not available for courses lasting longer than 1 day (WordPress and Drupal and any DCTC IT course).