## **Mentor Cancellation policy**

- 1. If the mentor doesn't accept the order 12 hours before the meeting, it will be canceled automatically.
- 2. Don't worry, Callmentor will send you two email reminders:
  - a. When the mentee places the order.
  - b. 24 hours before the meeting starts.
- 3. The mentor may cancel the meeting without penalty up to 12 1 hours in advance.
- 4. However, canceling within 12 1 hours will harm the mentor's credit. If the credit score drops too low, the mentor's account will be frozen.
- 5. If the mentor accepts the meeting but does not attend:
  - a. The full fee will be refunded to the mentee.
  - b. The mentor will receive an absence record. Multiple absences will result in the mentor's account being frozen.
- 6. Mentors cannot reschedule, but can cancel the meeting.

## **Mentee Cancellation policy**

- 1. If the meeting will start in less than 12 1 hours, canceling will deduct 30% 20% of the order price for the mentor's preparation.
- 2. Mentee cannot reschedule the meeting within 12 1 hours of the start time.