Membership Cancellation & Refund Policy
Membership dues in the Council for Exceptional Children (CEC) are considered earned upon receipt. However, special requests for refunds will be reviewed on a case-by-case basis.

Membership cancellation requests by individual within 48 hours of receipt of initial dues payment:

- Membership cancellation requests received within 48 hours of receipt of initial dues payment may be eligible to receive a full refund.
- All refund requests must be made by the individual listed as the primary contact on the membership.
- Written refund requests must include: name of the member, company name (if applicable), address, city, state, zip, member number if known, amount of dues paid, date dues were paid, method of payment and the reason the refund is being requested.
- Requests must be submitted, in writing, and delivered by fax to 703-264-9494 or by email to service@cec.sped.org within 48 hours of receipt of initial dues payment. Written requests should be directed to:

  Council for Exceptional Children  
  Attn: Customer Service Department  
  2900 Crystal Drive, Suite 1000  
  Arlington, VA 22202-3557

- Refunds will be credited back to the original credit card used for payment within 10-14 business days. If a check was used to pay dues, refund will be processed within 4-6 weeks of refund request. Check refunds will be made payable to whomever issued the check.
- All benefits and incentives received by participant must be cancelled/returned to the CEC.