

Zebra Blue Partial Completion Policy

At Zebra Blue, we understand that unforeseen circumstances may arise for participants enrolled in our workshops and coaching programs. In the event that a participant is unable to complete the full program, we have established the following partial completion policy to address such situations:

1. **Notification of Partial Completion:** Participants who find themselves unable to complete the entire program are required to notify the program coordinator as soon as possible. This notification should include a brief explanation of the circumstances leading to the partial completion request.
2. **Review and Approval Process:** All requests for partial completion will be reviewed on a case-by-case basis by the program coordinator and relevant stakeholders. Approval will depend on the nature of the circumstances and the extent of the completed training modules.
3. **Documentation Submission:** Participants seeking partial completion must submit any necessary documentation supporting their request. This may include medical certificates, work-related evidence, or other relevant documentation.
4. **Evaluation of Completed Modules:** The program coordinator will assess the participant's progress and performance in the completed training modules.
5. **Issuance of Partial Completion Certificate:** Upon approval, participants will receive a partial completion certificate indicating the specific modules or sections of the coach training program they have successfully completed.
6. **Re-Entry Opportunities:** Participants who partially complete the program may have the option to re-enter the program at a later date to complete the remaining modules. Re-entry will be subject to availability and may require additional fees, depending on program updates and changes.
7. **Confidentiality and Sensitivity:** Zebra Blue is committed to handling partial completion requests with confidentiality and sensitivity. We understand that each situation is unique, and our goal is to support participants in overcoming challenges while maintaining the integrity of the coach training program.

This partial completion policy aims to provide a fair and supportive framework for participants facing unexpected circumstances during their learning journey. Participants are encouraged to communicate openly with the program coordinator to explore available options and ensure a positive learning experience.