



## Attendance Policy

All **Branksome Hall IB Summer Workshops** are 15 hours in length; it is expected that participants will attend the entire workshop. An electronic Certificate of Attendance will be emailed to each participant who has attended the full workshop, following the workshop. If, after two weeks from the end of the workshop, you have not received your certificate, please email [conferences@branksome.on.ca](mailto:conferences@branksome.on.ca).

One replacement certificate can be issued free of charge up until one year after the workshop end date. Requests made after this date will incur a \$20 administration fee.