



4516 W. Fullerton Ave, Chicago, Il 60639

www.chicagofancypaws.com

(773) 510-1470

ENROLLMENT AGREEMENT

STUDENT INFORMATION:

NAME:

ADDRESS:

CITY/STATE/

ZIP CODE:

PHONE NUMBER:

EMAIL ADDRESS:

EMERGENCY

CONTACT:

RELATIONSHIP:

PHONE NUMBER:

PROGRAM INFORMATION: Professional Pet Grooming Course

500-Hour Training Program Fee: \$5,000.00

SCHEDULED START DATE: _____ SCHEDULED END DATE: _____

FULL-TIME or PART-TIME (circle)

DAYS CLASS MEETS: (circle) T W Th F S

Will Student pay the full course fee or opt for the Monthly Payment Plan? (select)

☐ Full Fee ☐ \$1,000 (Deposit with Monthly Payment Plan)

COURSE PAYMENT OPTIONS: (select)

☐ Credit Card/Debit Card ☐ Cash ☐ Check/Money Order ☐ Zelle/ApplePay

Type of Credit Card: ☐ Visa ☐ Master Card

Name on Credit Card: _____

Credit Card Number: _____

Exp. Date: _____ Sec. Code: _____

Credit Card Address: _____

Check Number/Money Order Number: _____

Total Fee Paid: _____

FINANCIAL AID:

At this moment this institution does not offer any financial aid.

TUITION & FEES:

TUITION:	<u>\$5,000.00</u>
BOOKS:	<u>\$340.13</u>
TOOLS & SUPPLIES:	<u>\$1,537.91</u>
TOTAL COST:	<u>\$6,878.04</u>

WITHDRAWAL, CANCELLATION, AND REFUND POLICY:

When a student gives written notice of cancellation the school shall provide a refund in the amount one of at least the following:

- All applications, registration, tuition, and additional fees will be fully refunded if cancellation is within 72 hours on the last operating business day of signed contract (Saturday 4pm). Date: _____ Time: _____
- If the cancellation notice is given after midnight on the fifth day following acceptance but before the end of the first day of class, the school may keep no more than the application-registration fee, which is limited to half of the tuition cost or \$155, whichever is lower.

- If cancellation occurs after the student has attended the first day of class but before completing 5% of the course, the school may keep the application-registration fee, up to 10% of the tuition and other instructional charges, or \$310, whichever is lower, along with the cost of any books or materials provided by the school.
- If over 6% of the course is completed by the student, the school may keep the application-registration fee and refund a portion of the tuition and other charges for up to 60% of the course. The course is 500 hours and should be completed within 5 months. Once the student finishes more than 60% of the course or 3 months from the start date, the school can retain the application-registration fee and the entire tuition and other charges.
- If an applicant is not accepted by the school, they will receive a full refund of all tuition and fees within 30 calendar days of the non-acceptance decision.
- When initially enrolling, the school will charge an application-registration fee, capped at \$180 or 50% of the tuition cost, whichever is less.
- Deposits will become part of tuition.
- Within 14 calendar days of the postmarked cancellation notice, the school will send written confirmation of the student's withdrawal. If the refund is mailed to the student within 14 calendar days, a written acknowledgment is not needed.
- The school will issue all student refunds within 30 calendar days from the date it receives the student's cancellation.
- The student can submit a written notice of cancellation to the school. If a student is absent from school for more than 15 school days without explanation, it will be considered as constructive notice of cancellation to the school. The final day of attendance will be considered the cancellation date.
- Refunds will be issued by the school if any of these conditions are met:
 - The school did not provide the prospective student with a copy of the valid enrollment agreement and the most recent catalog.
 - If the school decides to cancel or terminate the course the student has signed up for.
 - The school does not hold classes as scheduled, causing a negative impact on the student
- The school will refund the cost of any books and materials that are returned in unused condition, as long as the student has also submitted a written notice of cancellation.
- For short courses of up to 21 clock hours, refunds will be prorated based on the percentage of the course completed, up to 59%.
- Students who enroll, start, and complete a course before midnight on the fifth business day after signing the enrollment agreement are not subject to the cancellation policy outlined in this section.

NOTICE TO STUDENTS:

1. Do not sign this agreement before you have read it or if it contains any blank spaces.
2. This agreement is a legally binding instrument and is only binding when the agreement is accepted, signed and dated by the authorized official of the school or the admissions officer at the school's principal place of business. Read all pages of this contract before signing.
3. You are entitled to an exact copy of the agreement and any disclosure pages you sign.
4. This agreement and the school catalog constitute the entire agreement between the student and the school.
5. Any changes in this agreement must be made in writing and shall not be binding on either the student or the school and by the student or the student's parent or guardian. All terms and conditions of the agreement are not subject to amendment or modification by oral agreement.
6. The school does not guarantee the transferability of credits to another school, college, or university. Credits or coursework are not likely to transfer; any decision on the comparability, appropriateness and applicability of credit and whether credit should be accepted is the decision of the receiving institution.

STUDENT'S RIGHT TO CANCEL

The student has the right to cancel the initial enrollment agreement until (TIME) on the (X) business day after the student has been admitted. If the right to cancel is not given to any prospective student at the time the agreement is signed, then the student has the right to cancel the agreement at any time and receive a refund on all monies paid to date within (X) days of cancellation. Cancellation should be submitted to the authorized official of the school in writing.

Student Signature

Date: _____

Parent Signature (if student is a minor)

Date: _____

Authorization for Fancy Paws Grooming School to operate has been issued by the Illinois Board of Higher Education, Division of Private Business and Vocational Schools. Fancy Paws Grooming Salon is not accredited by any accrediting organization recognized by the U.S. Department of Education.

STUDENT ACKNOWLEDGMENTS:

1. I hereby acknowledge receipt of the school catalog, which contains information describing programs offered, and equipment or supplies provided. The school catalog is included as part of this Enrollment Agreement, and I acknowledge that I have received a copy of this catalog.

Student Initials _____

2. I have carefully read and received an exact copy of this Enrollment Agreement.

Student Initials _____

3. I understand that the school may terminate my enrollment if I fail to comply with attendance, academic, and financial requirements or if I fail to abide by established standards of conduct, as outlined in the school catalog. While enrolled in the school, I understand that I must maintain satisfactory academic progress as described in the school catalog and that my financial obligation to the school must be paid in full before a certificate or credential is awarded.

Student Initials _____

4. I hereby acknowledge that the school has made available to me all required disclosure information listed under the Consumer Information section of this Enrollment Agreement.

Student Initials _____

5. I understand that the school does not guarantee transferability of credit and that in most cases, credits or coursework are not likely to transfer to another institution. In cases where transferability is guaranteed, *Fancy Paws Grooming Salon* must provide me copies of transfer agreements that name the exact institution(s) and include agreement details and limitations.

Student Initials _____

6. I understand that the school does not guarantee job placement to graduates upon completion.

Student Initials: _____

7. I understand that complaints, which cannot be resolved by direct negotiation with the school in accordance to its written grievance policy, may be filed with the ***Illinois Board of Higher Education, 1 N. Old State Capitol Plaza, Suite 333, Springfield Illinois 62701 or at www.ibhe.org.***

Student Initials: _____

The student acknowledges receiving a copy of this completed agreement, the school catalog, and written confirmation of acceptance prior to signing this contract. The student by signing this contract acknowledges that he/she has read this contract, understands the terms and conditions, and agrees to the conditions outlined in this contract. It is further understood this this agreement supersedes all prior or contemporaneous verbal or written agreements and may not be modified without the written agreement of the student and the School Official. The student and the school will retain a copy of this agreement.

Student Signature

Date: _____

Parent Signature (if student is a minor)

Date: _____