

Enrollment Agreement

24-7CLASSROOM

106W. 4th Street, Suite # 303, Santa Ana CA, 92701

24-7classroom.com

Student Name

Social Security Number

Phone Number

Street Address

City

State

Zip code

Educational Program of Study

Clock Hours Required

Transferred Hours

Total Number of Clock Hours to be Completed

D.O.T. #

CIP #

Course Description

Class Schedule: _____ **Approximate Number of weeks:** _____

Start Date: _____ Scheduled Completion Date: _____ Period Covered by Enrollment Agreement: _____

Tuition

\$ _____

Registration Fee (Non-refundable) \$ _____

Textbooks /Other Learning Material \$ _____

Equipment \$ _____

Other \$ _____

Payment will be satisfied by (check all that apply):
 Cash/ Check/ Credit Card
 Payment Plan
 Will apply for financial aid
 Third Party
Payable by: _____

Total Fees, Materials, and Expenses \$ _____

Discount (The purpose of a discount must be explained to the student) \$(_____)

Total Educational Charges \$ _____

STRF Fee (Non-refundable) (\$.50 per Thousand) \$ _____

TOTAL CHARGE FOR CURRENT PERIOD OF ATTENDANCE \$ _____*

ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM \$ _____

TOTAL CHARGES YOU ARE OBLIGATED TO PAY UPON ENROLLMENT \$ _____

Total Balance Due \$ _____ Schedule of Payments Attached

*** YOU ARE RESPONSIBLE FOR THIS AMOUNT. IF YOU GET A STUDENT LOAN, YOU ARE RESPONSIBLE FOR REPAYING THE LOAN AMOUNT PLUS ANY INTEREST, LESS THE AMOUNT OF ANY REFUND.**

Graduation Requirement

Upon completion of the required training hours, achieving at minimum a grade of 76% or pass, successful completion of all class assignments, modules, and examinations, and fulfillment of all financial obligations, students will receive a certificate of completion attesting to the successful completion of the program of study.

THIS ENROLLMENT AGREEMENT IS LEGALLY BINDING WHEN SIGNED BY THE STUDENT AND ACCEPTED BY THE INSTITUTION

Student Signature: _____ Date _____ Students Phone: _____

Students Address: _____

College Official Name & Title: _____ College Official Signature: _____ Date _____

STUDENTS RIGHT TO CANCEL

You have the right to cancel your enrollment agreement for a program including any equipment such as books, materials and supplies or any other goods related to the instruction offered in their enrollment agreement, on the first day of attending class or until midnight on the seventh calendar day after enrollment, whichever is later. Cancellation shall occur when you give written notice of cancellation at the address of 24-7 CLASSROOM shown on the top of the front page of this enrollment agreement. You can do this by certified mail, hand delivery, or email. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with postage prepaid. The written notice of cancellation not need to take any particular form and, however expressed, it is effective if it shows that you no longer wish to be bound by the enrollment agreement.

If you have received any equipment, including books or other materials, you must return it to the Institute within 30 days following the date of your notice of cancellation. If you fail to return this equipment, including books, or other materials, in reusable undamaged condition within the 30-day period, the institute may deduct its documented cost for the equipment from any refund that may be due to you. Upon paying for the equipment it is yours to keep, without further obligation. If you cancel your enrollment agreement on the first day of attending class or by midnight on the seventh calendar day after enrollment, whichever is later, 24-7

Enrollment Agreement

CLASSROOM will refund any money that you have paid, less any non-refundable fees, if applicable, not to exceed \$250.00 within 45 days of your notice of cancellation being received. The date by which you must exercise your right to cancel this agreement is: _____

Withdrawal from the Institute

Students have the right to withdraw from a program at any time. If a student withdraws from the program after the period allowed for cancellation of the enrollment agreement, which is on the first day of attending class or until midnight on the seventh calendar day after enrollment, whichever is later, 24-7 CLASSROOM will remit a refund of any monies paid less any non-refundable fees, if applicable, not to exceed \$250.00, any educational services rendered and for the documented cost of unreturned, damaged, or non reusable equipment within 45 days following the students withdrawal.

For the purpose of determining the amount a student owes for the time they attended, the student shall be deemed to have withdrawn from a program when any of the following occurs:

- A. The student notifies the school in writing by certified mail, hand delivery, or email of their withdrawal. Notice must be addressed to the School President.
- B. The Institute terminates the student's enrollment. The institute's Termination policy can be found in the Catalog.

24-7 CLASSROOM will use the date the withdrawal request is received as the official date of withdrawal.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at 24-7 CLASSROOM is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate, degree, or diploma you earn at 24-7 CLASSROOM is also at the complete discretion of the institution to which you may seek to transfer. If the credits, degree, diploma, or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending 24-7 CLASSROOM to determine if your credits, degree, diploma or certificate will transfer

Refund Provision

24-7 CLASSROOM applies a 60% pro rata refund calculation for students who withdraw from their training before completing their program. Under a 60% pro rata refund calculation, 24-7 CLASSROOM will retain only the percentage of charges proportional to the program completed up to 60% or less by the student. After completing more than 60% of the program, 24-7 CLASSROOM will retain 100% of the charges for the enrollment period. If at the time of a documented withdrawal from the Institute a student has completed less than 60% of a program, a student will be entitled to a refund within 45 days if the amount they have paid is greater than the amount they owe for non refundable fees, educational services rendered and for the documented cost of unreturned, damaged, or non reusable equipment. If the amount the student owes is greater than the amount the student has already paid, then the student must make arrangements to pay it. A student's prorated refund will be calculated by taking the total the student has paid, less the sum of: non-refundable fees plus the cost of any services provided plus the documented cost of unreturned, damaged, or non reusable equipment plus the product of the rate of instruction multiplied by the number of hours the student attended. The rate of instruction will be the quotient of dividing the total tuition contracted by the total number of clock hours contracted.

If the proceeds of a loan or financial aid were used to pay for training the refund will be made to that source, up to the amount of disbursement. Any additional amount will be returned to the student.

A student will be liable for the amount, if any, by which the amount of non-refundable fees, educational services rendered and the documented cost of unreturned, damaged or non reusable equipment exceeds the total of all payments. The documented cost of the equipment and services may be less than the amount charged, or the amount the Institute has listed in the enrollment agreement. In any event, students will never be charged for more than the amount stated in their enrollment agreement. If the Institute has collected any money from a student for transmittal, on the student's behalf, to a third party for a bond, library usage, or fees for a license, application, or examination and the Institute has not paid the money to the third party at the time of the student's withdrawal or cancellation, the Institute will refund the money to the student within 45 days of the student's withdrawal or cancellation. A student will be liable for any amount of money that has been transmitted to a third party on the student's behalf. For the purpose of determining a refund, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in this catalog.

Return of Title IV Funds

Federal regulations state that the amount of a Title IV refund is based on the percentage of Title IV funds earned by the student at the time of withdrawal. In order to determine whether Title IV funds must be returned, the School must calculate the following: 1. The percentage of the payment period completed, which is determined by the number of days attended in the payment period divided by the total number of days in the payment period. (Note: "days" = calendar days for purposes of this formula and, therefore, includes weekends and holidays. Only scheduled breaks of five (5) days or more and approved leaves of absence (LOAs) are excluded.) 2. The amount of earned Title IV aid, which is determined by the net amount of Title IV funds disbursed and that could have been disbursed for the payment period multiplied by the percentage of the payment period completed. 3. The amount of Title IV to be returned, which is determined by subtracting the earned aid from the aid that was actually disbursed to, or on behalf of, the student.

The institution will return the lesser of the total earned aid or the unearned institutional charges for the payment period. Unearned aid is allocated back to the Title IV programs in the following order, as specified by law:

- i. Direct Unsubsidized Loan Program
- ii. Direct Subsidized Loan Program
- iii. Direct PLUS Program

If excess funds remain after repaying all outstanding loan amounts, the remaining excess shall be credited in the following order: i. Federal Pell Grant Program

ii. Federal SEOG Program (if applicable)

- iii. Other assistance awarded under this Title for which return of funds is required.

NOTE: After the institution has allocated the unearned aid, any amount owed by the student to a grant program is reduced by 50%. Unearned loan funds received by the student are paid back per the terms of the borrower's promissory note.

Enrollment Agreement

Student Tuition Recovery Fund

"The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency programs attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education. You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following: 1. The school closed before the course of instruction was completed. 2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school. 3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs. 4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau. 5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act."

"You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you: 1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and 2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies: 1. You are not a California resident, or are not enrolled in a residency program, or 2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party."

NOTICE

YOU MAY ASSERT AGAINST THE HOLDER OF THE PROMISSORY NOTE YOU SIGNED IN ORDER TO FINANCE THE COST OF THE EDUCATIONAL PROGRAM, ALL OF THE CLAIMS AND DEFENSES THAT YOU CAN ASSERT AGAINST THIS INSTITUTION, UP TO THE AMOUNT YOU HAVE ALREADY PAID UNDER THE PROMISSORY NOTE.

Loan Provision

If you are eligible for or elect a loan guaranteed by the federal or state government and you default on the loan, both of the following may occur: 1. The federal or state government or a loan guarantee agency may take action against you, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan. 2. You may not be eligible for any other federal or state student financial aid at another institution or other government assistance until the loan is repaid.

DOCUMENT DISCLOSURES

Prior to signing this enrollment agreement, you must be given a catalog or brochure and a School Performance Fact Sheet, which you are encouraged to review prior to signing this agreement. These documents contain important policies and performance data for this institution. This institution is required to have you sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination passage rates, and salaries or wages, prior to signing this agreement.

By initialing below I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, and salary or wage information included in the School Performance Fact Sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet. _____ Initial here

Career Services

Upon graduating from 24-7 CLASSROOM and meeting the requirements for employment in the field you have been trained, you are eligible for job search assistance from the college. By initialing below you are certifying that you understand that 24-7 CLASSROOM can not guarantee employment, income level, or work schedule. _____ Initial here

Any questions a student may have regarding this enrollment agreement that have not been satisfactorily answered by the institution may be directed to the: **BUREAU FOR PRIVATE POSTSECONDARY EDUCATION 2535 Capitol Oaks Drive, Suite 400, SACRAMENTO, CA 95833 www.bppe.ca.gov Toll free telephone number (888) 370-7589 Or by fax (916) 263-1897**

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll free or by completing a complaint form, which can be obtained on the bureau's Internet Web site www.bppe.ca.gov

I understand that THIS ENROLLMENT AGREEMENT IS LEGALLY BINDING WHEN SIGNED BY THE STUDENT AND ACCEPTED BY THE INSTITUTION. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me.

Signature

Date