

# STUDENT ENROLLMENT AGREEMENT

Health Wave Institute, 26 Limestone Court, Pagosa Springs CO 81147  
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Approved and Regulated by the Colorado Department of Higher Education,  
Private Occupational School Board

General Information \_\_\_\_\_ Date \_\_\_\_\_  
Student's Name \_\_\_\_\_ Address \_\_\_\_\_  
Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Social Security Number \_\_\_\_\_

Fax \_\_\_\_\_ email \_\_\_\_\_ web site \_\_\_\_\_

Program/Course \_\_\_\_\_

Start Date \_\_\_\_\_ Completion Date \_\_\_\_\_

Classroom \_\_\_\_\_ Correspondence \_\_\_\_\_

Tuition \_\_\_\_\_ Fees \_\_\_\_\_ [Books and Equipment purchased separately]

Total Cost of Program \$ \_\_\_\_\_

## Schedule of Payments

Deposit \$ \_\_\_\_\_ Date \_\_\_\_\_

Date \_\_\_\_\_ \$ \_\_\_\_\_ Date \_\_\_\_\_ \$ \_\_\_\_\_ Date \_\_\_\_\_ \$ \_\_\_\_\_

Date \_\_\_\_\_ \$ \_\_\_\_\_ Date \_\_\_\_\_ \$ \_\_\_\_\_ Date \_\_\_\_\_ \$ \_\_\_\_\_

Date \_\_\_\_\_ \$ \_\_\_\_\_ Date \_\_\_\_\_ \$ \_\_\_\_\_ Date \_\_\_\_\_ \$ \_\_\_\_\_

By signing below, the student agrees to pay HWI the total stated tuition and fees. HWI agrees to provide the occupational training in accordance with the provisions of Catalog No. 1, Volume 1, Dated 4005-4006 ("the catalog"). Payment of all monies due shall be a condition of continuing enrollment. Upon satisfactory completion of all academic ad skill requirements and when all financial obligations to the school have been met, the school will award the \_\_\_\_\_ Certificate to the student. The student and school understand that this Enrollment Agreement, which includes the Refund Policy, may not be amended except in writing and signed by both parties.

Postponement of starting date, whether at the request of the school or the student, requires a written agreement signed by the student and the school. The agreement must set forth:

- a. Whether the postponement is for the convenience of the school or student, and:

2. A deadline for the new start date, beyond which the start date will not be postponed. If the course is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline of the new start date set forth in the agreement, determined in accordance with the school's refund policy and all applicable laws and rules concerning the Private Occupational Education Act of 1981.

### Refund Policy

Students not accepted to the school are entitled to all moneys paid. Students who cancel this contract by notifying the school within three (3) business days are entitled to a full refund of all tuition and fees paid. Students who withdraw after three (3) business days, but before commencement of classes, are entitled to a full refund of all tuition and fees paid except the maximum cancellation charge of \$150 or 25% of the contract price, whichever is less. In the case of students withdrawing after commencement of classes, the school will retain a cancellation charge plus a percentage of tuition and fees, which is based on the percentage of contact hours, as described in the table below. The refund is based on the last date of recorded attendance.

F Refund policy once training has begun is according to state statute:

E Student is entitled to upon withdrawal/termination

Within first 10% of program.....	90% less cancellation charge
After 10% but within first 25% of program.....	75% less cancellation charge
After 25% but within first 50% of program.....	50% less cancellation charge
After 50% but within first 75% of program.....	25% less cancellation charge
After 75% (if paid in full, no cancellation charge is applicable.....	NO refund

Cancellation Charge is \$75.

1. The student may cancel this contract at any time prior to midnight of the third business day after signing this contract.
2. All refunds will be made within 30 days from the date of termination. The official date of termination or withdrawal of a student shall be determined in the following manner:
  - a) The date on which the school receives notice of the student's intention to discontinue the training program; or
  - b) The date on which the student violates published school policy, which provides for termination.
  - c) Should a student fail to return from an excused leave of absence, the effective date of termination for a student on an extended leave of absence or a leave of absence is the earlier of the date the school determines the student is not returning or the day following the expected return date.

