

Sebastopol Massage Center

Enrollment Agreement

Sebastopol Massage Center: 23615 El Toro Road, Suite R1, Lake Forest, CA 92630

Phone: (707) 823-3550

Instruction Provided at: 23615 El Toro Road, Suite R1, Lake Forest, CA 92630

Fax: (949) 606-0497

First Name: _____ Last Name: _____ Phone: _____

Address: _____ Email Address: _____

City: _____ State: _____ Zip: _____

Graduated High School/ Equivalent: Yes: No:

This agreement is for the Course or Education Service: 500 Hour Massage Therapy Program

A Total of 500 Clock hours are required to complete the course or educational service.

PERIOD COVERED BY THIS ENROLLMENT AGREEMENT:

Program Start Date: _____ Program End Date: _____

Student Start Date: _____ Scheduled Completion Date: _____

Upon Successful completion you will receive a certificate in Massage Therapy.

TOTAL FEES, CHARGES, AND EXPENSES

The student is responsible for the following fees and charges:

Cost of Attendance (Fees)

Item	Amount	Description
Tuition	\$6,250	Prorated upon course withdrawal.
Registration Fee	\$250	Sebastopol Massage Center will retain the non-refundable \$250 from the total registration fee should the student withdraw from the course and cancel the Enrollment Agreement.
Equipment	N/A	You will be expected to supply your own box of colored pencils estimated cost < \$10
Lab supplies or kits	N/A	Massage lotions, bottles, and holsters will be made available for use in class at no cost.
Textbooks, or other learning media	N/A	You will be expected supply your own text book. The Anatomy Coloring Book by Wynn Kapit and Lawrence M. Elson 4th edition estimated cost is about \$20 dollars new.
Uniforms or other special protective clothing	N/A	You will be expected to supply your own and wear medical scrub suits to class. Cost < \$25

In-resident housing	N/A	Not available
Tutoring	N/A	Academic advising and tutorial is available to those students in need. Personal tutoring is available for \$50/ hour.
Assessment fees or transfer of credits	N/A	No assessment fees for transfer of credits from another institution.
Fees to transfer credits	N/A	No Fees for transfer of credits from another institution
Student Tuition Recovery Fund Assessment (non-refundable)	\$ 0.00	STRF is a non-refundable state required assessment.
Make Up Fees	11/Hour	The amount of make-up fees the student is responsible for is based solely on the student's attendance and amount of make-up time that is required based on their absence.
Additional Fees	N/A	There are no additional charges or fees required.
Charges in Addition to SMC Fees	N/A	There are no charges paid to an entity other than Sebastopol Massage Center required in this educational course
Total Charges	\$6,500	Includes Student Tuition Recovery Fund: NON-REFUNDABLE

TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE: \$ 6,500.00

ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM: \$ 6,500.00

THE TOTAL CHARGE THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT: \$ 1,500.00

YOU ARE RESPONSIBLE FOR THIS AMOUNT. IF YOU GET A STUDENT LOAN, YOU ARE RESPONSIBLE FOR REPAYING THE LOAN AMOUNT PLUS ANY INTEREST, LESS REFUND DUE. Sebastopol Massage Center accepts cash, credit cards and checks toward tuition payment.

STUDENT'S RIGHT TO CANCEL.

Cancellation notices shall be in writing. Withdrawal may be prompted by the student's written notice or by the student's conduct, including but not necessarily limited to a student's lack of attendance. You may cancel this Enrollment Agreement and obtain a refund of charges paid through the 1st class session or the 7th day after enrollment, whichever is later, by sending a written notice to Tracy Hua, President, 23615 El Toro Road, Suite R1, Lake Forest, CA 92630. If the School has given you any equipment, including books or other materials, you shall return it to the School within 7 days following the date of your notice of Cancellation.

REFUND INFORMATION

The student has a right to a full refund of all charges less the amount of **\$250** for the registration fee if he/she cancels this agreement prior to or on the 1st day of instruction. The amount retained for registration fee may not exceed two hundred and fifty dollars (\$250).

In addition, the student may withdraw from the course after instruction has started and receive a pro-rata refund for the unused portion of the tuition and other refundable charges if the student has completed 60% or less of the instruction. For example, if the student completes only 30 hours of a 90-hour course and paid \$300 tuition, the student would receive a refund of \$200.

$$\begin{array}{r} \$300 \\ \text{Amount paid for} \\ \text{instruction} \end{array} \quad \times \quad \begin{array}{r} 60 \text{ clock hours of instruction} \\ \hline \text{Paid for, but not received} \\ 90 \text{ clock hours for which the} \\ \text{student has paid.} \end{array} \quad = \quad \$200.00 \text{ refund amount}$$

If the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds. If the student has received any grants, monies or scholarships from third parties, the student is not entitled to a refund of that money.

The school will also refund money collected for sending to a third party of the student's behalf such as license or application fees. If the school cancels or discontinues a course or education program, the school will make a full refund of all charges. Refunds will be paid within 30 days of cancelation or withdrawal.

LOANS:

If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If a student defaults on a federal or state loan, both of the following may occur:

1. The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
2. The student may not be eligible for any other federal student financial aid at another institution or other government financial assistance until the loan is repaid.

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if 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.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.”

(b) In addition to the statement required under subdivision (a) of this section, a qualifying institution shall include the following statement in its school catalog:

“It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, [\(916\) 431-6959](tel:(916)431-6959) or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Sebastopol Massage Center is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the 500 Hour Massage Therapy Program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution is 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 Sebastopol Massage Center to determine if your credits will transfer.

Initial: _____

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, salaries or wages, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement.

Initial: _____

I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, salary or wage information, and the most recent three-year cohort default rate, if applicable, included in the School Performance Fact sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet

Please initial the following:

The Date by which you the student must exercise your right to cancel or withdraw is: _____ Initial: _____

I have read and understand the Refund and Cancellation Policy: Initial: _____

I have read the Performance Fact Sheet: Initial: _____

I have received a copy of the catalog: Initial: _____

I have received a copy of the enrollment agreement: Initial: _____

I have had a tour of the facilities or attended a session in the classroom: Initial: _____

Date of Tour: _____ Initial: _____

The enrollment agreement is legally binding when signed by the student and accepted by the institution. I understand that this is a legally binding contract. 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. I hereby authorize the sale, discount, or transfer of any agreement or promissory notes associated with this Enrollment Agreement and I understand that the refund policy detailed on page 3 of this Agreement will continue to apply. It is further understood and agreed that this Agreement supersedes all prior or simultaneous verbal or written agreements and this Agreement may not be modified without the written agreement of the student and School President or Chief Operating Officer.

Student Signature:

Date: _____

Date: _____

This enrollment agreement is accepted and is legally binding

Signed by School Official (Print Name)

ANY QUESTIONS A STUDENT MAY HAVE REGARDING THIS ENROLLEMENT AGREEMENT THAT HAVE NOT BEEN STATISFACTORILY ANSWERED BY THE INSTITUTION MAY BE DIRECTED TO THE BUREAU FOR PRIVATE POSTSECONDARY EDUCATION AT 2535 CAPITAL OAKS DRIVE, SUITE 400, SACRAMENTO CA 95833, WWW.BPPE.GOV, TOLL FREE TELEPHONE NUMBER (888)370-5789 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 WEBSITE: WWW.BPPE.CA.GOV.