

Enrollment Agreement

Between the Following Parties

Capital Truck Driving Institute Inc.
4315 Biffle Ln.
Hampshire, TN. 38461

AND

Name: _____

Address: _____

City/State: _____

Zip code: _____ Student ID #: _____

Name of Program: Truck Driving for Experienced Drivers

This is a full-time program only

1. Program begins: _____

ends: _____

Program length: Two (2) Days

2. Tuition Cost: \$1350.00

Total Cost: \$1350.00

Tuition is due upon signing

Cancellation Policy and Refund Policy:

A student who at any time withdraws, is withdrawn (including expulsion) by the institution, or otherwise fails to attend class is entitled to a full refund of any fee, regardless of whether the fee is included in tuition, paid to the institution for tangible goods or services not delivered to or fully provided to the student. In addition to subparagraph (3)(a) of this rule, if a student fails to begin class on the program start date as written in the enrollment agreement or as amended by the institution, the refund shall equal the sum of all refundable fees paid and, if the student has institutional loans, forgiveness of the amounts owed by the student, less an administrative fee of one hundred dollars

(\$100.00). In addition to subparagraph (3)(a) of this rule, if after the program has commenced and before expiration of twenty percent (20%) or less of the period of enrollment for which the student was charged, a student withdraws, is withdrawn (including expulsion) by the institution, or otherwise fails to attend classes, the refund shall be a pro rata portion of refundable fees, less an administrative fee of one hundred dollars (\$100.00). If applicable, the refund shall include forgiveness of institutional loans. For example, if a student's last day of attendance equals ten percent (10%) of the period of enrollment for which the student was charged, the institution is entitled to retain only ten percent (10%) of the refundable fees charged for the period of enrollment as well as one hundred dollars (\$100.00). However, in no instance will the institution be responsible for any refund in excess of the amount paid by or on behalf of the student for the period of enrollment for which the student was charged. Except as provided for in subparagraph (3)(a) of this rule, if after expiration of twenty percent (20%) of the period of enrollment for which the student was charged, a student withdraws, is withdrawn (including expulsion) by the institution, or otherwise fails to attend classes, the student may be deemed obligated for one hundred percent (100%) of the refundable fees charged by the institution up to the last period of enrollment charged. For a student who cannot complete one (1) or more classes because the institution discontinued such a class during a period of enrollment for which the student was charged, the institution shall refund the sum of all refundable fees paid and, if the student has institutional loans, forgive the amounts owed by the student.

The last day and time for refunds and cancellations will be determined by the attendance sheet which is signed in and signed out by both the instructor and student. All moneys owed will be refunded within 30 days

3. By signing the agreement the student understands the student's right to receive an exact signed copy of the agreement.

4. By signing the agreement the institution understands its obligation to immediately provide the student an exact signed copy of the agreement.

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5. Understands a Pre-Enrollment Agreement and Transferability of Contact Hours Disclosure should be completed before signing this agreement.

6. A guarantee of tuition cost for twelve (12) months form the time of enrollment.

7. Capital Truck Driving Institute Inc. Is authorized by the Tennessee Higher Education Commission. This authorization must be renewed each year and is based on an evaluation of minimum standards concerning quality of education, ethical business practices and fiscal responsibility.

Capital Truck Driving Institute Inc.

Date

Student

Date

