torssional dreets PPII Corects institute	Professional Medical Careers School of Nur Main Campus: 920 Hampshire Road, Suite I: (805) 497-4064: eFax: (805) 497-4224; Fax:(80 www.pmcicareers	rsing S, Westlake Village, CA 91361 5) 906-2011 Toll Free: (866) 500-6	274	
CERTIF	IED NURSING ASSIST			
Name (First MI Last):	ENROLLMENT AGREEME	· · · ·		
Street Address:	City:		_State: <u>CA</u> Zip:	
Date of Birth:	Social Security	Number:		
Home Phone:	Cell Ph	one:		
Email Address:	Maili	ng Address:		
-Total Clock Hours of Instru -Program Length: Approxim -State Identification Numbe -Type of Document Awarded will receive a Certificate of Application). Certified Nursing Assistant	Imately 2 monthsEnd Date :(Subject toction and clinical: approximately 18nately 8 weeks for S-1104 and 10 weeksrs (Day Class ID# S-1104 and Evenupon Completion: After successfullf Completion and the form necess(CNA) Program instruction will beS, Westlake Village, CA 91361	<b>5 Hours</b> . eks for S-1115 <i>ting/Weeknight-Weekend</i> y completing all requirem <i>to take the NNAAP</i>	ents of the course, the student <i>P State examination (Initial</i>	
Start Date:	Completion Date:	Class Type:AM _	PMWKND	
TUITION: Prorated upon course withdraw. Refe BOOK/UNIFORMS/SUPPLIES: Insurance fee: Livescan: CPR: AHA Healthcare Provider ( Sales Tax: Books, equipment, and u NONE-REFUNDABLE STRF:	The second state of the se	agreement. ars ate of 7.25%	\$50.00 \$2500.00 \$370.00 \$46.17 \$80.00 \$90.00 \$26.83 \$0.00 \$3,163.00	
	MOUNT. IF YOU GET A STUDENT LOAN, YO ANY INTEREST.'		PAYING THE LOAN AMOUNT PLUS	
	Dunts: Early Pay ( <u>2% off tuition fee</u> ) Valid H			
PMCI requires a \$50 Non-Refundable	Registration/Records Fee and a Down Pa	yment of at least \$500 for the	Nursing Assistant Course.	
Down Payment is due no later than tw	o weeks before class start date, for this cla	ss the down payment is due b	oy:	
Please initial here that you understand the <u>Registration/Records Fee</u> is non-refundable				
Amount Paid Today:	Balance Due (Balance Balance Due (Balance Balance Ba	e due if paid in full by	=<-Early Pay (Discount	
Signature of Student:		Date:	_	
PMCI Administrator:		Date:	_	

#### **ITEMIZATION OF FEES AND CHARGES**

<b>Registration Fee:</b> (non-refundable-separate charge for clerical and filing services rendered) <b>Tuition Fee:</b> Clinical and Theory Instruction, Clinical Placement, Skills review and practice prior to state test review and practice prior to state test (Prorated refund upon withdrawal- includes 0.00 STRF fee-non-refundable once class starts-\$84/day tuition)	\$ \$	50.00 2,500.00
<b>Textbooks:</b> Lippincott 6th edition Essentials for Nursing Assistants, a humanistic approach to caregiving by Pamela J. Carter. (Textbook, workbook, and online access bundle; non-refundable if used or wrapper removed)	\$	150.00
<b>Uniforms:</b> Uniform - 2 Scrub shirts (1 white, 1 Blue), 2 scrub pants blue, 1 Lab coat jacket, school sweatshirt and clinical ID badge	\$	130.00
Equipment: Sphygmomanometer and stethoscope kit, pen light, and gait belt	\$	65.00
<b>Lab Fee</b> : Hand-outs, teaching and training materials, nursing care training supplies, PPE, Use of manikins, clinical placement fees and electronic devices.	\$	25.00
Insurance Fee: Liability insurance	\$	46.17
Livescan Background Check: DOJ and Rolling Fee	\$	80.00
<b>CPR Certification:</b> American Heart Association CPR and BLS training Fee (non-refundable)	\$	90.00
<b>STRF Fee:</b> BPPE Student Tuition Recovery Fund Fee (non-refundable); assessed at \$0.00 per each \$1,000.00 of institutional charges.	\$	0.00
<b>Sales Tax:</b> Books, equipment, and uniform subject to sales tax at a current rate of 7.25%	\$	26.83
Total Certified Nursing Assistant Program Fees	\$	3,163.00
With Discounts Applied Administrator's Initials   SEPARATE FEES	\$	
Clinical /Theory Absence Fee (non-refundable)	\$	50.00*
<b>NNAAP State Exam Fee</b> Including PMCI Processing Fee (non-refundable fee due 10 days prior to taking state exam)	\$	130.00

\*PMCI's attendance policy allows for no more than 2 absences during the Nursing Assistant Program. If a makeup day is required, the student will be charged the \$50 fee. Students cannot take the State Certification Test unless they have trained for the appropriate number of clinical and theory hours.

# THE TOTAL NURSING ASSISTANT TRAINING PROGRAM FEE AND OTHER CHARGES THAT THESTUDENT IS OBLIGATED TO PAY IS \$(not including the CNA State Exam NNAAP Fee).

The undersigned student promises to pay the program fee in full or in installments according to the incremental payment options established below. The student understands the total tuition fee must be completely paid before the student can be cleared of financial obligation with PMCI School of Nursing unless the student has signed an installment contract. Any default on installment payments is in violation of this enrollment agreement and will be the basis for dismissal from the course. The student also understands that any **RETURNED CHECKS will be subject to an additional \$35.00** processing fee (*per check*) payable to PMCI. Acceptable replacements for any returned check and subsequent installment payments will be in CASH or Money Order or Credit/Debit Card until tuition fee balance is paid in full. Failure to pay any balances due will prevent the student from continuance in attending the course of instruction and/or receiving a Certificate of Completion. Any payments received after the due date will incur a \$45 late fee that is added to the account. Those who are more than one-week past due may be suspended or terminated from the program. In the event of defaulted payments, the undersigned student may be liable for any and all expenses for recovery of due payments including but not limited to attorney's fees, collection agency fees and other administrative costs.

# **CDPH Clearance**

The California Department of Public Health requires a live-scan on each trainee in the CNA program. Each person must be cleared by the CDPH. Please initial below that you have disclosed any prior convictions to PMCI administration and that you understand that until cleared by the CDPH you may not be eligible to become a certified nurse assistant in California.

Student Initial \_\_\_\_\_ Parent Initial (If applicable) \_\_\_\_\_

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. CEC 94911(b). CCR 71800.

This Agreement is not binding unless signed by the student and school representative or school administrator. If you have any complaints, questions or problems which you cannot work out with the school, write or call the bureau for private and postsecondary vocational education at (916) 574-8900.

Student Initial	Parent Initial (If applicable)
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PMCI Administrator Signature: \_\_\_\_\_\_Date: \_\_\_\_\_

# **Enrollment Agreements For Students whose primary language is not English:**

An enrollment agreement shall be written in language that is easily understood. If English is not the student's primary language, and the student is unable to understand the terms and conditions of the enrollment agreement, the student shall have the right to obtain a clear explanation of the terms and conditions and all cancellation and refund policies in his or her primary language. Please inform PMCI of your need for an enrollment agreement in a language you understand. PMCI WILL PROVIDE INTERPRETATION IF NEEDED.

#### TRANSFER OF CREDITS

While PMCI does not currently offer financial aid through any federal or state government program, any loan obtained is the sole responsibility of the student. 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. CEC94911(f). 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. The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid. CEC 94911(g)

Student Initial \_\_\_\_\_ Parent Initial: (If applicable) \_\_\_\_\_

# NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUION

Becoming a Certified Nursing Assistant (CNA) is the student's responsibility. PMCI does not offer a CNA Certificate but only offers the necessary training to be eligible for certification by the State of California. The transferability of credits you earn at

PMCI before becoming a CNA is at the complete discretion of an institution to which you may seek to transfer. Acceptance of a PMCI Certificate of Completion is also at the complete discretion of the institution to which you may seek to transfer. If the PMCI Certificate of Completion 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 PMCI will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending PMCI to determine if your Certificate of Completion will transfer.

# In House Payment Plans Balance must be paid in full to PMCI before student can take state test.

PMCI accepts cash, check, debit and credit card payments.

Credit/debit card payments may be made by a parent/guardian/spouse, etc. over the telephone – however, PMCI must have a photocopy of the credit/debit card in the student's financial file. There is no penalty for early pay off. Students who pay program with weekly payment plans must complete both a Personal Guarantee and a CC Authorization form.

PMCI accepts cash, check, debit and credit card payments.

Credit/debit card payments may be made by a parent/guardian/spouse, etc. over the telephone – however, PMCI must have a photocopy of the credit/debit card in the student's financial file.

FEE Schedule DUE DATE	PMCI Option 1 2% off	PMCI Option 2	PMCI Option 3	FEE Schedule DUE DATE	In House	Other Plan	
PMCI REGISTRATION FEE (Due at Application)	\$50.00	\$50.00	\$50.00	PMCI REGISTRATION FEE Due at Application)	\$50.00	\$50.00	
PRE- INSTALLMENT (Due prior to class)	\$500.00	\$500.00	\$500.00	PRE- INSTALLMENT Due prior to class	\$500.00	\$500.00	
Full Payment (Due Week 2)	Payment in Full	Installment #1 (Due Week 2) ——— Payment of 50%	Installment #1 (Due Week 2) \$685.75	Weekly Payments of \$ Per week	Week 1: Week 2: Week 3: Week 4:		
		INSTALLMENT #2 (Due Week 4) Final Payment	INSTALLMENT #2 (Due Week 4) \$685.75	Weekly Payments of \$ Per week	Week 5: Week 6: Week 7: Week 8:		
			INSTALLMENT # 3 (Due Week 6) \$685.75	Final Payment of \$	Week 9: Balance Due: week 10:		
			INSTALLMENT # 4 (Due Week 8)  \$685.75	Total Interest Accrued	None		
Any student is eligible to receive the Advanced Payment Discount if full payment is made before the first day of class. (Savings 2% off tuition only)		CNA student is subject to suspension from program if any payment is not received more than 10 days after due date.					

The \$130 State Test Fee is *not* part of the above payment options. The cost of the health physical and immunizations is the responsibility of the student. A physical, drug screen and proof of immunity to communicable diseases and the flu is required to train at health facilities.

The application fee is due upon initial enrollment. Payment of the application fee does not guarantee a spot in the program. <u>A minimum, refundable \$500 tuition fee is due before class starts</u>. If payment is not received according to the agreed upon payment plan, the student will not be allowed to start/continue class, unless prior payment arrangements have been made with the school's Director or Financial Office. All who pay the entire fee before the first day of class will receive a 2% discount off the tuition. Students who are on a weekly payment plan will be locked into the PMCI agreements as well as an installment contract (i.e., \$45 late fees may be charged by PMCI if payment is late). Any student who does not meet their financial obligations to PMCI by the completion of the course will be subject to legal action. PMCI reserves the right to periodically review/revise the above payment options.

#### I understand & agree to the above total charges/fees. I select payment plan option \_\_\_\_\_

Signature of Student:	Date:
Signature of Parent or Guardian (if applicable):	Date:

# PMCI'S RIGHT TO CANCEL/SUSPEND/TERMINATE AND MAKE CHANGES

The school may cancel, suspend or terminate the Enrollment Agreement at any time if the undersigned student violates any of the following policies and/or agreements:

- Failure to maintain satisfactory academic progress.
- Failure to comply with the school's attendance policy.
- Failure to comply with the school's student conduct policies.
- Failure to meet all financial obligations to the school.
- Violation of any of the conditions as set forth and agreed to in the Enrollment Agreement.

The school also reserves the right to change or modify the program contents, instruction, curriculum, clinical time, equipment, staff, or materials as it deems necessary. Such changes may be necessary to keep pace with technological advances, to cooperate with clinical training venues, to replace instructors who are not available and to improve teaching methods or procedures. In no event will such changes diminish the competency or content of any program or result in any additional charges to the student.

#### **REFUND POLICY**

#### **"STUDENT'S RIGHT TO CANCEL"**

P.M.C.I shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later. If a student wishes to cancel/terminate the enrollment agreement or withdraw from the institution, the student must notify the school. Written and/or verbal withdrawals are acceptable.

If the student withdraws from a course after instruction has started, the student may receive a pro-rated refund for the amount of instruction paid for but not received. *Refund calculations will be based on the day a withdrawal letter is received. NOTE: A student is charged for an entire day not by the hour.* Any materials that a student has paid for but not received will be refunded in full. A class day is about \$84.00 per day.

*No refunds* will be given if the student has attended more than 60% of the course and the student concerned will still be liable for any tuition due. Also, if the student has received federal student financial aid funds, the student is entitled to a refund of money not paid from federal student financial aid program funds.

The school reserves the right to cancel or reschedule a class start date due to insufficient enrollment. If this occurs, the student may request a full refund of all money paid less the registration fee, or apply all money paid to the next scheduled class start date.

<u>PLEASE NOTE: The "Itemization of Fees and Charges" on page 2 has detailed information on refundable and non-</u> refundable items.

All refunds will be paid within 45 days from receipt of cancellation or withdrawal letter or the date the institution terminates a student for breach of attendance, conduct, academic and/or financial policies. If an applicant never attends class (no-shows) or cancels the contract prior to the class start date, all refunds due will be made within forty-five (45) calendar days of the first scheduled day of class or the date of cancellation, whichever is earlier.

I have read and understand the Refund Policy

# Student Initial\_\_\_\_\_ Parent or Guardian Initial (if applicable):\_\_\_\_\_

# Student's rights and responsibilities with the respect to the Student Tuition Recovery Fund

It is now a state requirement that a student who pays his or her tuition is required to pay a state-imposed assessment for the Student Tuition Recovery fund.

"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, 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."

"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 Capital Oaks Drive, Suite 400, Sacramento, CA 95833 1 (916) 431-6959 or 1 (888) 370-7586."

To be Eligible for the 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 education 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."

# SPECIAL REQUIREMENTS FOR GRADUATION AND COMPLETION

The following requirements must be met by a student in order to qualify for a Certificate of Completion of the Nursing Assistant Training Program and signed document necessary for State examination:

- Achieve a cumulative grade of "C" or higher in academics (75%), and a satisfactory grade ("S") for clinical.
- Attend 100% of the scheduled hours of the program for theory and 100% of clinical. Makeup provided at \$50/day.
- Complete all designated requirements (tests, assignments, etc.) of the program.
- Satisfy all financial obligations to the school.
- Abide by all school policies and the attendance agreement.

# **DISCLAIMER OF EMPLOYMENT GUARANTEE**

While the school offers job placement assistance and referral, the school cannot, in any way; guarantee employment after the student has successfully completed the program of study. Likewise, the school does not guarantee that the student will pass the necessary national or state examination necessary for obtaining a license or certificate.

# LIQUIDATED DAMAGES RELATED TO DEFAULT AND MATERIAL BREACH OF CONTRACT

Upon completion of the Certified Nursing Assistant (CNA) Program at PMCI and after PMCI has performed all of their obligations under the Enrollment Agreement by providing the undersigned student with the agreed upon nursing education; and also, if the student leaves with a monetary balance, the student shall be responsible for continual remittance of monthly payments pursuant to the installment agreement addendum and personal guarantee incorporated herein by reference. The parties hereto acknowledge and agree that failure to pay the agreed monthly sums due under this Agreement(s) for more than 90 days shall constitute a default and material breach of this Agreement giving rise to liquidated damages and not penalties. The parties further acknowledge that (i) the amount of loss or damages likely to be incurred by PMCI is incapable or is difficult to precisely estimate, (ii) the amounts specified bear a reasonable proportion and are not plainly or grossly disproportionate to the probable loss likely to be incurred by PMCI and (iii) the parties have understood the terms of this Agreement and were negotiated at arm's length. Accordingly, the student agrees to pay liquidated damage at three times the balance amount owed under this agreement, or addenda (such as an installment agreement) incorporated herein by reference. The Default Amount, together with all other amounts payable hereunder, shall immediately become due and payable, all without demand, presentment, or notice, all of which hereby are expressly waived, together with all costs, including, without limitation, legal fees, and expenses of collection, and PMCI shall be entitled to exercise all other rights and remedies available at law or in equity.

Student Initial

Parent Initial (If applicable)

# JURISDICTION AND VENUE

This Agreement(s) shall be governed by and construed in accordance with substantive laws of the State of California without reference to choice of law principles thereof. PMCI and the student both expressly agree and consent to the jurisdiction of the State of California for both state and federal courts located in California except for Small Claims matters. PMCI and the student both expressly agree and consent that the exclusive venue for the resolution of any dispute relating to the subject matter of this Agreement shall be in the state and federal courts located in Ventura County, California.

#### STUDENT ACKNOWLEDGEMENT

THIS AGREEMENT IS A LEGALLY BINDING INSTRUMENT WHEN SIGNED BY THE STUDENT AND ACCEPTED BY PROFESSIONAL MEDICAL CAREERS INSTITUTE. CEC 94911(c.) Your signature on this agreement acknowledges that you have been given reasonable time to read and understand it, and that you have been given: (a) written statement of the refund policy and how it applies and; (b) a catalog including a description of the course or education service, including all material facts concerning the school and the program or course of instruction which are likely to affect your decision to enroll. *Immediately upon signing this agreement, you will be given a copy of it to retain.* 

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 and wages, prior to signing this agreement.

I certify that I have received the catalog and School Performance Fact Sheet, which includes information regarding completion rates, placement rates, license examination passage rates, and 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. Student Initial:

Parent or Guardian Initial (if applicable):\_\_\_\_\_ CEC 94911(i)(2)

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. CEC 94911(k). By signing, I also certify that I have received an explanation and copy of the School handbook, graduation requirements, physical demands, work conditions and safety, attendance, behavior and confidentiality requirements (verbal), placement disclosure, visited and toured the school facilities and 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 certify that I will hold harmless PMCI or any of PMCI's affiliated clinical facilities of any liability.

CEC 94911(j)(2). Additionally, 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 or by completing a complaint form, which can be obtained on the bureau's Internet Web site at: <u>http://www.bppe.ca.gov/enforcement/complaint.shtml</u> CEC 94911(j)(1). This agreement is not operative until the student makes an initial visit to the institution and receives a thorough tour or attends the first class or session of instruction. 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 at: Website: <u>http://www.bppe.ca.gov/about\_us/contact.shtml</u>

**Physical Address:** Bureau for Private Postsecondary Education

1747 North Market Blvd., Suite 225 Sacramento, CA 95834

Mailing Address: Bureau for Private Postsecondary Education P.O. Box 980818 West Sacramento, CA 95798-0818

Phone Number: (916) 574-8900 Toll Free: (888) 370-7589 Fax Number: (916) 263-1897 Web site Address: <u>www.bppe.ca.gov</u>

# TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE: ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM: THE TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT:\_\_\$550.00

# I HEREBY ACKNOWLEDGE HAVING READ AND RECEIVED A COPY OF THIS CONTRACT. I CERTIFY THAT PMCI SCHOOL OF NURSING HAS MET THE DISCLOSURE REQUIREMENTS OF EDUCATION CODE 94312 OF THE PRIVATE POST-SECONDARY AND VOCATIONAL REFORM ACT OF 1989.

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.

Signature of Student	Date
Signature of Parent or Guardian (if applicable)	Date
Name of Parent or Guardian (if applicable)	Date
THIS AGREEMENT IS ACCEPTED BY:	
Signature of School Official & Title	Acceptance Date
Withdrawal date (if any)	