



# ENROLLMENT AGREEMENT

- 6049 N. 43<sup>rd</sup> Avenue, Phoenix, Arizona 85019-1600 • (602) 242-6265
- 4136 N. 75<sup>th</sup> Avenue, Suite #211, Phoenix, Arizona 85033-3169 • (623) 849-8208
- 925 S. Gilbert Road, Suite #201, Mesa, Arizona 85204-4448 • (480) 545-8755
- 5441 East 22<sup>nd</sup> Street, Suite #125, Tucson, Arizona 85711-5444 • (520) 748-9799
- 4201 Central Ave., NW, Suite #J, Albuquerque, NM 87105-1649 • (505) 880-2877

(PRINT ONLY)

New  Revised  Reenroll  Rollover

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_ Social Security Number \_\_\_\_\_  
 Street Address \_\_\_\_\_ Apt. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 ( ) \_\_\_\_\_ - \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Phone Number \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ Male / Female \_\_\_\_\_ Citizen: Yes / No \_\_\_\_\_ Veteran: Yes / No \_\_\_\_\_ CPAT Score \_\_\_\_\_

HS Grad/Non-grad/GED \_\_\_\_\_ Year Grad / GED received \_\_\_\_\_

The required Federal Classifications are (please circle the code which applies to you):

A - Asian B - Black C - Caucasian

H - Hispanic I - American Indian O - Other

Program Code \_\_\_\_\_

Days / Nights \_\_\_\_\_ Total Credits \_\_\_\_\_ Transferred Credits \_\_\_\_\_

Start Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Projected Grad Date \_\_\_\_\_

## REFUND POLICY

If an applicant for the enrollment is rejected by International Institute of the Americas, all monies paid to the institution will be refunded.

A student may withdraw after beginning instruction or submitting lesson materials, effective upon appearance at the institution or deposit of a written statement of withdrawal for delivery by mail or other means. In accordance with the most recent U.S. Department of Education guidelines, the institution shall be entitled to retain, as registration charges, no more than \$100 or 5% of the tuition and fees, whichever is less.

Date of student Withdrawal as a % of the Enrollment Period for Which the Student was Obligated

Portion of Tuition and Fees Obligated and Paid that are Eligible to be Retained by the Institution

On 1 <sup>st</sup> class day	0%
After 1 <sup>st</sup> day; within 10%	10%
After 10%; within 25%	50%
After 25%; within 50%	75%
50% of thereafter	100%

Description	Total	PP1	PP2	PP3	PP4	PP5
Weeks in Period (a)						
Transfer Credit Weeks (b)						
Net of Transfers (a) - (b)						
Registration Fee						
Tuition						
Lab Fees						
Test Fees						
Sub-Total Charges						
Allowance for Prior Credits						
Cash Received						
Employee Tuition Benefit						
Balance						

Payment Periods are Periods of Enrollment for which a student is obligated and are defined on page # 14 of the catalog.

Prorated refunds apply to tuition and lab fees. Except as stated above, merchandise charges, registration, and test fees are not refundable.

For purposes of determining refunds, the Number of Days Enrolled is calculated from the Start Date to the Last Date of Attendance. Class days missed due to absences are included. Time out of class due to a Leave of Absence, schedule conflict, termination and re-enrollment, or school closure is excluded.

The return of Title IV Funds Policy of the U.S. Department of Education, generally entitles recipients of Title IV aid to retain that aid on a pro rata basis through completion of 60% of the course, then generally provides for 100% entitlement. However since the Title IV Funds received and the institution's refund policy applies only to tuition and lab fees, any student who terminates may be obligated to pay the institution a portion of any charges for items other than tuition, in addition to any obligation for repayment of Title IV financial aid.

## HOLDER IN DUE COURSE STATEMENT:

Any holder of this consumer credit contract is subject to all claims and defenses which the debtor could assert against the seller of goods or services obtained pursuant hereto or with the proceeds hereof. Recovery hereunder by the debtor shall not exceed amounts paid by the debtor. (FTC Rule effective 5-14-76.)

## STUDENT ACKNOWLEDGMENTS

I hereby acknowledge receipt of the current catalog and agree to abide by its terms. If accepted by the director of the school, I understand that my enrollment may be terminated by the director if I fail to comply with attendance, academic and financial requirements or if I disrupt the normal activities of the school. Tuition is due and payable prior to or upon the first day of school unless other arrangements have been made. Upon the successful completion of the course of study for which I am enrolled, I understand that my financial obligation to the school must be paid in full before a diploma can be awarded me.

IN SIGNING THIS ENROLLMENT AGREEMENT, IT IS FULLY UNDERSTOOD THAT NO JOB GUARANTEE OR FINANCIAL AID ARE PROMISED OR IMPLIED AS AN INDUCEMENT FOR A PROSPECTIVE STUDENT TO ENROLL AND THAT THESE CREDITS ARE NOT NECESSARILY TRANSFERABLE. I ACKNOWLEDGE HAVING READ AND RECEIVED AN EXACT COPY OF THIS ENROLLMENT AGREEMENT.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

AS THE AUTHORIZED representative of the Institute, I have interviewed the Applicant and certify that in my judgement the Applicant meets the standards of the Institute.

\_\_\_\_\_  
SCHOOL OFFICIAL

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SOURCE

\_\_\_\_\_  
REPRESENTATIVE