

CHILD DEVELOPMENT EDUCATION ALLIANCE, INC.

5939 Blackthorn Road
Jacksonville, FL 32244
904.573.8831 or 904.573.8833
fax 904.573.8839

Student Enrollment Agreement

THIS AGREEMENT, TOGETHER WITH THE CCDE, VCDE, or CDE CATALOG, CONSTITUTES A BINDING CONTRACT BETWEEN THE STUDENT AND THE CHILD DEVELOPMENT EDUCATION ALLIANCE, INC. UPON ACCEPTANCE BY THE CHILD DEVELOPMENT EDUCATION ALLIANCE, INC.

READ APPLICATION THOROUGHLY BEFORE ANSWERING QUESTIONS

Student Information

Name: _____

Address: _____
STREET ADDRESS CITY/STATE ZIP/POSTAL CODE

Name of Parent/Guardian (if student is under 18): _____

Telephone: (Home) _____ (Business or Cellular): _____

Social Security Number: _____ Date of Birth: _____ Circle One: Male Female

Please circle the type of credential you wish to earn: CCDE VCDE CDE

Program Information (CDEA Only)

Program Title: FCCPC Length: 1 Year Clock Hours: _____

Class Schedule: (x) Full Time () Part Time (x) Day Classes () Evening Classes

Hours per Week: _____ Start Date: ___/___/___ Anticipated Ending Date: ___/___/___

Online Training Tuition	\$ <u>199</u>
Registration Fee	\$ <u>99</u>
Books & Materials	\$ <u>not included</u>
FCCPC Process	\$ <u>300</u>
Total Program Price	\$ <u>598</u>

CANCELLATION AND REFUND POLICY

Should a student's enrollment be terminated or cancelled for any reason, all refunds will be made according to the following refund schedule:

1. Cancellation can be made in person, by electronic mail, by Certified Mail or by termination.
2. All monies minus a processing fee of \$25 will be refunded if the school does not accept the applicant or if the student cancels within three (3) business days after signing the Student Enrollment Agreement and making initial payment.
3. Cancellation of Online Classes: If the request to cancel an order is received within thirty (30) days from the purchase date and prior to beginning any lesson, a full refund minus 5.4% of the enrollment fee (processing fee*) will be issued to the customer. Any use of the web-based products constitutes full use and negates any refund. All other sales are final.
4. Cancellation of Credential Process: If the request to cancel is received within thirty (30) days of payment, all monies paid minus the Registration fee of \$99, will be refunded. If the request to cancel is received within ninety (90) days of payment, 50% of all monies paid, minus the Registration Fee of \$99, will be refunded. No refund will be issued after 90 days of payment.
5. Termination Date: In calculating the refund due to a student, the last date of actual attendance by the student is used in the calculation unless earlier written notice is received.
6. Refunds will be made within 30 days of termination of students' enrollment or receipt of Cancellation Notice from student.
7. If the Credential Process is not complete within a period of two years after purchase of Online Classes the student enrollment is terminated and student file becomes inactive. All monies paid are forfeit.

** The processing fee is based on the average processing fee for the preceding calendar year.*

GROUND FOR TERMINATION

I agree to comply with the rules and policies and understand that the **CDEA** shall have the right to terminate this contract and my enrollment at any time for violation of rules and policies as outlined in the catalog. I understand that the **CDEA** reserves the right to modify the rules and regulation, and that I will be advised of any and all modifications.

GRADUATION REQUIREMENTS

I understand that in order to graduate from the program and to receive a diploma, I must successfully complete the required number of scheduled clock hours as specified in the catalog and on the Student Enrollment Agreement, pass all written and practical examination with a 70% average and satisfy all financial obligations to the School.

EMPLOYMENT ASSISTANCE

I understand that the School has not made and will not make any guarantees of employment or salary upon my graduation. The School will provide me with placement assistance, which will consist of identifying employment opportunities and advising me on appropriate means of attempting to realize these opportunities.
