

**AMERICAN RED CROSS BAY AREA
NURSE ASSISTANT TRAINING
ENROLLMENT AGREEMENT**

A. School Name and Address: American Red Cross – Bay Area Chapter
85 Second Street, 8th Floor
San Francisco, CA 94105

Instruction Site: American Red Cross – Bay Area Chapter
712 5th Ave
San Rafael, CA 94901

Student Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

B. Any questions or problems concerning this school which have not been satisfactorily answered or resolved by the school should be directed to the Department of Consumer Affairs 1625 North Market Blvd., Suite S-308, Sacramento, CA 95834, (916) 574-8200.

C. This agreement is a legally binding instrument when signed by the student and accepted by the school. 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) a written statement of the refund policy including examples of how it applies and (b) a catalog including a description of the course with all material facts concerning the school and 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.

D. This agreement is for the course NURSE ASSISTANT TRAINING. A total of 160 hours is required to complete the course.

Start Date: _____ Scheduled Completion Date: _____ Scheduled Time: _____

E. **BUYER'S RIGHT TO CANCEL.** You may cancel this enrollment agreement and receive a refund (see refund policy) by providing a written notice to: American Red Cross Bay Area Chapter, Nurse Assistant Training Administrator, 85 Second Street, 8th Floor, San Francisco, CA 94105.

F. **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 at least 5 days prior to orientation. The amount retained for the registration fee may not exceed two hundred fifty (\$250) dollars. In addition, the student may withdraw from a course after instruction has started and receive a pro rata refund minus the non-refundable registration fee, textbook cost and a 10% administration fee, if the student has completed 50% or less of the instruction (22 day class costs \$48/day). For example: if the student attended 10 days of a 22-day course and paid full tuition (\$1050) and the registration fee (\$250), the student would receive a refund of \$ 400 (see example below).

\$1300 Tuition and Registration Fee paid
- \$ 250 Non-Refundable Deposit
- \$ 480 Ten days of completed instruction (@ \$48/day)
- \$ 40 Textbook retained by student
- \$ 130 Administration Fee
= \$ 400 REFUND

If the school cancels or discontinues a course, the school will make a full refund of all charges. Refunds will be paid within 30 days of cancellation or withdrawal.

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NOTICE

ANY HOLDER OF THIS CONSUMER CONTRACT IS SUBJECT TO ALL CLAIMS AND DEFENSE 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 HEREUNDER.

G. FEES AND CHARGES. The student is responsible for the following fees and charges:

Registration (non-refundable)	\$ 250.00
Tuition	\$ 1047.50
Student Recovery Fund Fee (required by CA law)	<u>\$ 2.50</u>
TOTAL CHARGES	\$ 1300.00

See Training Fees on page 12 of Student Packet for additional charges.

H. 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

I accept this agreement and certify that AMERICAN RED CROSS BAY AREA CHAPTER has met the disclosure requirements of Education Code 94312 of the Private Postsecondary and Vocation Reform Act of 1989.

Signature, Title of School Official

Date

Email to: HSService@usa.redcross.org

Fax to: (415) 692-8211

Mail to: ARCBA

85 Second Street, 8th Floor,

San Francisco, CA 94105 Attn: Nurse Assistant Program

1/22/2010