ENROLLMENT AGREEMENT

This agreement constitutes a binding contract between the "student" and the "academy" upon acceptance by Key West Beauty Academy. The Academy does hereby agree to furnish the Student an education in all phases of the program as required by the State of Florida, in consideration of the following conditions and promises.

Key West Beauty Academy 7603
Tina Adkins
918 A Kennedy Drive
Key West, Florida 33040
Phone (305)396-7796

STUDENT INFORMATION

Name:	
Social Security Number:	
Date of Birth: Male Female	
Address:	
Telephone (Home):	(Business):

PARENT INFORMATION (If student is under 18)

Name:	
Address:	
Telephone (Home):	(Business):

PROGRAM INFORMATION

Program Title: Cosmetology	Clock Hours: 1200
Class Schedule: Sunday, Monday 9-5 Tuesday 5-9 pm	
Hours per Week: 20	☐ Full Time Part Time
Starting Date:	Estimated Completion Date:

Classes will be held part-time for new enrollments every four months. Classes will be a combination of day and night sessions and will end after 1200 hours have been completed and the student has graduated.

During the students' time at Key West Beauty Academy, they are allowed to miss up to 5% of the total program hours before incurring overtime fees. The student will be charged $18 per hour for 1200 hours and an additional $18 for each hour needed after 1200 hours to complete the program. Payment arrangements must be agreed upon by the Academy and the student at the time of enrollment. All over-contract fees must be paid in full before completion of the required clock hours.

REFUND POLICY
Should a student's enrollment be terminated or canceled 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 will be refunded if the school does not accept the applicant or if the student cancels within three (3) business days after signing the enrollment agreement and making the initial payment.
3. Cancellation after the third 3rd Business Day, but before the first class, results in a refund of all monies paid, except the registration fee (not to exceed $150.00).
4. Cancellation after attendance has begun, through 40% completion of the program, will result in a Pro Rata refund computed on the number of hours completed to the total program hours.

5. Cancellation after completing more than 40% of the program will result in no refund.
6. Termination Date: When calculating the refund due to a student, the last date of actual attendance is used in the calculation, unless an earlier written notice is received.
7. Refunds will be made within 30 days of the termination of the student's enrollment or the receipt of a Cancellation Notice from the student.
8. If the school closes, all monies must be refunded to all students, including the cost of kits and supplies.

ACKNOWLEDGEMENT

This refund policy applies to all terminations, regardless of reason, by either party, including student decision, course or program cancellation, or Academy closure. This policy complies with all mandated state and federal policies applicable to each student. All refund calculations are performed promptly, and refunds are made accordingly.

APPLICATION FEE

A non-refundable fee of $150 is due and payable by the Student to The Academy upon signing this enrollment agreement.

METHODS OF PAYMENT

☐ The Student pays the entire costs of the program before the start date.
☐ The student pays a down payment before starting and agrees to a cash payment plan for the remaining balance.

The Academy may, at its option and without notice, prevent a student from attending class until any applicable unpaid balance or payment(s) is/are satisfied.

Payments may be made by cash, check, money order, credit card, or through non-federal agency or loan programs. Students are responsible for paying the total tuition and applicable loans.

TUITION	$ 18 720
BOOKS & KIT	$1,800
APPLICATION FEE	$150
TOTAL PROGRAM PRICE	$20,670

PRICES. All prices for programs are printed herein. There are no carrying charges, interest charges, or service charges associated with the program. Contracts are not sold to a third party at any time. The cost of credit is included in the price of goods and services.

GRADUATION REQUIREMENTS. I understand that in order to graduate from the program and to receive a diploma, I must complete the required number of scheduled clock hours as specified in the catalog and on the Student Enrollment Agreement, pass all written and practical exams with a 75% average and satisfy all financial obligations to the school.

EMPLOYMENT ASSISTANCE Key West Beauty Academy has not made and will not make any guarantees of employment or salary upon graduation. The school will provide students with placement assistance, at no additional charge, which will include identifying employment opportunities and advising students on the most suitable means of pursuing these opportunities. A diploma will be issued to each student who completes the program and satisfies all requirements.

ADDITIONAL PROVISIONS. All conditions and provisions contained in the catalog of the Academy shall by this reference be made part of this agreement, a copy of which is hereto attached. Additional copies may be obtained at any time during regular hours from the Academy. In the event the terms and provisions of this agreement are inconsistent with the terms and conditions of the said catalog, this agreement shall prevail.

RECEIVED BEFORE SIGNING. The student has received the following items before signing this agreement: the academy catalog, the academy policies, and the pre-enrollment information. By signing this agreement, the Student and the Academy representative agree that they understand and accept the provisions stated herein. All signers also agree by the signing that they have read and received copies of this agreement (pages 1, 2, and 3), the academy catalog, and all attachments thereto.

TUITION
The student shall pay the Academy the $18,720.00 tuition fee, as outlined in the payment schedule below, based on the selected method of payment. Payment must be made in full as agreed upon in this Enrollment Agreement, unless other arrangements have been approved.

Your payment schedule will be:

Number of payments	Amount of each payment	Payment Due Dates

CASH PAYMENT SCHEDULE
No interest is charged on payment plans.

NOTICE TO PROSPECTIVE STUDENT: DO NOT SIGN THIS AGREEMENT BEFORE YOU HAVE READ IT OR IF IT CONTAINS BLANK SPACES. ALL SIGNERS HAVE RECEIVED AND READ A COPY OF THE BINDING DOCUMENT AND CATALOG.

Student Signature

_____ Date:

Parent/Guardian Signature (if student is a minor)

_____ Date:

School Official Signature

_____ Date:

Rev.04.2022