



Success Barber College 1642 Shelby Dr Memphis, TN 38116

ENROLLMENT AGREEMENT

Name _____ SSN _____ Phone# _____

Address _____ Date of Birth _____

City _____ State _____ Zip _____

This agreement is entered into between Success Barber College and Applicant, that for and in consideration of the enrollment fee and tuition cost as stated below, the school agrees to instruct said student in the following course of study:

Program	Clock Hours	Full-Time	Part-Time	Application Fee	Tuition	Books/Kit	Total Tuition
Barbering	1500	60 wks	100 wks	\$100.00	\$8,500.00	\$700.00	\$9,300.00
Barber Instructor	300	12 wks	20 wks	\$100.00	\$2,800.00	\$150.00	\$3,050.00

*This charge includes the cost of books, supplies, lab coat, kit, and instructional materials necessary for this course of training. All books and supplies become the property of the student in the event of cancellation or termination of enrollment.

_____ Transfer/Re-Entry Student-Hours Accepted _____ Number of Weeks to Complete Contracted Hours: _____

Contract Begins: _____ Contract Ends: _____ Number of Hours Contracted: _____

Schedule:

Student is scheduled to attend a total of __ hours per week. _____ Full time is 25 hours/week _____ Part time is 15 hours/week

Student's personal schedule: _____

Contract Costs & Payment Terms

Student and sponsor (if applicable) agree to pay Success Barber College (herein after referred to as "The School") Tuition and Fees for the program selected according to the approved payment plan stated below. A Minimal monthly payment for your balance will be accepted, the student will be responsible for remaining balance at the completion of the program. The School may, at its options without notice, prevent the student from attending class until any applicable unpaid balance of payments are satisfied. The School will not charge for additional hours remaining after the contracted end date. The School will not charge for transcript requests. The School will charge an Application (**Non-Refundable**) Fee for students enrolling or transferring to The School of \$100.00. The School will charge a Re-Entry Fee to students who have withdrawn and wish to re-enter more than 30 days after termination of \$100.00. The current Tuition rates at the time of re-entry will apply to the balance of training hours needed for students returning 30 days after the formal withdrawal date, unless mitigating circumstances apply. Methods of payment include full payment at the time of signing the Student Enrollment Agreement; Application Fee paid at the time of signing the Student Enrollment Agreement with the balance paid prior to the start date or through an approved payment plan stated herein. Payments may be made in the form of cash, check, money order, or credit card. Non-federal agency or loan programs may be accepted as well. Students are responsible for paying the Total Tuition and Fees for reimbursing any applicable loans in addition to interest.

Application Fee	\$100.00 (Nonrefundable)	Payment Plan for Balance Due:
Books/Kit	\$ _____	
Tuition	\$ _____	
Misc.	\$ _____	
Total Tuition & Fees	\$ _____	Monthly Payment \$ _____
Less Deposit	\$ _____	Payment Due on or before the _____ day of each month.

Balance Due \$ _____

If using a monthly payment plan, the student will receive a copy of monthly payment plan and due date schedule.

Student Signature

Guardian/Sponsor Signature (if applicable)

Date

Success Barber College Student Enrollment Agreement

General Terms of Agreement

The School:

- Provide program of study to meet minimum curriculum requirements as prescribed by the state regulatory agency.
- The program will be taught in ENGLISH.
- May change kit contents, textbooks, dress code, curriculum format, teaching materials or educational methods at The School's discretion.
- Will grant a diploma of Graduation and Official Transcript of hours for the applicable course When the student has successfully completed all phases of study, required tests, practical assignments, passed a final comprehensive written and practical examination; completed the program of study according to State requirements; completed all exit paperwork, attended an exit interview and made satisfactory arrangements for payments of all debts owed to the school.
- Official Transcript of Hours will be issued to students who have withdrawn prior to program completion when the student has successfully completed all required exit paperwork; attended an exit interview and made satisfactory arrangements for payment of all debts owed to The School as approved by The School.
- Assist graduates in finding suitable employment by posting area employment opportunities and teaching "Job Preparedness" classes. (Placement is not guaranteed.)
- May terminate a student's enrollment for noncompliance with General Policies, the Student Enrollment Agreement, or State Laws and Regulations; improper conduct or any action which causes or could cause bodily harm to a client, student, or employee of The School; willful destruction of School property; and theft or any illegal act.

The Student:

- Agrees to pay applicable school and state fees and tuition.
- Provide all required admission paperwork in a timely manner.
- Agrees to comply with all Standards of Conduct, General Policies, State Laws & Regulations, and educational requirements.
- Agrees not to refuse to perform client services or other program requirements.
- Agrees to provide all financial documents (if applicable) in the designated time frame.
- Agrees to comply with The School's Uniform Policy and project a professional image representative of the barber industry.
- Agrees to comply with the assigned schedule for the applicable program of study which is subject to change at the discretion of The School.
- Agrees to attend theory class as scheduled, for the duration of the course of study, regardless of whether all required tests have been completed at satisfactory progress.
- Understands that the student is responsible for the state licensing examination fee and other examination and/or licensing expenses.

Refund Policy – Notice of Cancellation

(Applicants who cancel enrollment or students who withdraw from enrollment with a fair equitable settlement apply.)

For applicants who cancel enrollment or students who withdraw from enrollment a fair and equitable settlement will apply. The following policy will apply to all terminations for any reason, by either party, including student decision, course or program cancellation, or school closure. Any monies due the applicant or students shall be refunded within 45 calendar days of official cancellation or withdrawal. Official cancellation or withdrawal shall occur on the earlier of the dates that:

1. An applicant is not accepted by The School. The applicant shall be entitled to a refund of all funds paid, except a non-refundable application fee of \$100.
2. A student (or legal guardian) cancels his/her enrollment in writing within three business days of signing the enrollment agreement. In this case all monies collected by the school shall be refunded except a non-refundable application fee of \$100, regardless of whether or not the student has actually started classes.
3. A student cancels his/her enrollment after three business days of signing the contract but prior to starting classes. In these cases, he/she shall be entitled to a refund of all monies paid to the school except a non-refundable application fee of \$100.
4. A student notifies The School of his/her withdrawal in writing.
5. A student on an approved leave of absence notifies the school that he/she will not be returning. The date of withdrawal shall be the earlier of the date of expiration of the leave of absence or the date the student notifies the institution that the student will not be returning.
6. A student is expelled by the school. (Unofficial withdrawals will be determined by the institution by monitoring attendance at least every 30 days.)
7. In items 2, 3, 4, or 5; official cancellations or withdrawals; the cancellation date will be determined by the postmark on the written notification, or the date said notification is delivered to The School's administrator or owner in person.

For students who enroll and begin classes but withdraw prior to course completion (after three business days of signing the contract), the following schedule of tuition earned by the school applies. All refunds are based on scheduled hours:.

Initials _____

