

Amelia Island Medical Institute

34 N.14th Street

Fernandina Beach, Florida 32034

(904) 252-5018

www.ameliaislandmedicalinstitute.com

(Enrollment Agreement for Online Instruction)

Enrollment Agreement

Student Information

Student ID _____ Email _____
Full Name _____ Phone _____
Address _____ Birthdate _____
Program _____ Clock Hours _____
Start Date _____ Scheduled Completion Date _____
Class Schedule: Day _____ Evening _____ Online _____

The Licensed Practical Nursing program requires 1350 hours. Upon successful completion of the program, you will be awarded the following diploma from Amelia Island Medical Institute ("institution"): Diploma in Licensed Practical Nursing.

STUDENT'S RIGHT TO CANCEL AND REFUND POLICY

The student shall have the right to cancel the agreement and receive a full refund before the first lesson and materials are received or the third business day after enrollment, whichever is later. Cancellation is effective on the date the written notice of cancellation is made by the student. The withdrawal date is determined when the student provides a written notification to the school of the student's withdrawal OR in the case that the student has not reported for class to the institution, the institution will use the last date of attendance as the withdrawal date and date of determination. The institution shall make the refund as per the calculation consistent with the Florida Administrative Code. Refunds shall be made within 30 days of the withdrawal date and date of determination that the institution recognizes when the student has canceled or withdrawn either voluntarily or involuntarily by their absence to class (regardless if the institution delivered the first lesson and materials before an effective cancellation notice was received).

In the event the institution does not accept the enrollment, a full refund of all monies will be made to the applicant. An applicant may cancel his/her enrollment within three (3) business days from the student signing of this enrollment agreement and all monies paid by an applicant (less non-refundable fees paid that include the application fee listed on page three (3) of this enrollment agreement) will be refunded within three (3) business days after the student signed the enrollment agreement. An applicant subsequently requesting cancellation of enrollment prior to the class starting date shall be entitled to a refund of all monies paid (less non-refundable fees paid that include the application fee listed on page three (3) of this enrollment agreement). All monies due to the applicant will be refunded within 30 days of the date of determination from the cancellation.

The refund policy for students who have started attending and who have completed through sixty (60) percent of the period of attendance will result in a pro rata refund computed on the number of hours completed to the total program hours. The institution shall pay or credit refunds within 30 days of the date of determination of a student's cancellation or withdrawal.

No refunds are due once the student has attended more than sixty (60) percent of the program in any given period of attendance. For purposes of determining a refund, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn by the date of determination and in accordance with the withdrawal policy stated in the institution's catalog.

If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 30 days of the date of determination of the student's withdrawal or cancellation.

This institution shall refund any credit balance on the student's account within 30 days of the date of determination after the date of the student's completion by means of completing all courses required in the student's program of study, or by withdrawal from, the educational program in which the student was enrolled.

Enrollment Agreement

Prior to signing this enrollment agreement, you must be given a catalog and a School Performance Fact Sheet, which you are required to review prior to signing this agreement. These documents contain important policies and performance data for this institution. This institution is required to have you sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination passage rates, salaries or wages, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement. I certify that I have received and will read the catalog given to the student. I have read the School Performance Fact Sheet that includes information regarding completion rates, placement rates, license examination passage rates, and salary or wage information and the most recent three-year cohort default rate, if applicable, prior to signing this agreement and have signed, initialed, and dated the information provided in the School Performance Fact Sheet.

Student's Initials _____

Notice Regarding the Transmission of Distance Educational Materials

The school will transmit your first lesson and other materials to you within seven days after your admission. This institution will transmit all of the lessons and other materials to you if (A) you have fully paid for the educational program. If this institution transmits the balance of the materials per your request, this institution shall remain obligated to provide other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by you. This institution shall not be obligated to pay any refund after all of the lessons and materials have been transmitted.

NOTICE CONCERNING TRANSFERABILITY OF HOURS/CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

"The transferability of hours/credits you earn at Amelia Island Medical Institute is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the hours/credits or diploma you earn in the Licensed Practical Nursing program is also at the complete discretion of the institution to which you may seek to transfer. If the hours/credits or diploma that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer to after attending Amelia Island Medical Institute to determine if your hours/credits or diploma will transfer."

Notice:

A student or any member of the public may file a complaint about the institution with the Commission for Independent Education at 325 West Gaines Street, Suite 1414, Tallahassee, FL 32399-0400, toll-free telephone number (888) 224-6684.

Student's Initials _____

Notice:

The Institution does not guarantee job placement or job availability to graduates upon program completion or upon graduation.

Student's Initials _____

Any questions a student may have regarding this enrollment agreement that have not been satisfactorily answered by the institution may be directed to the Commission for Independent Education at 325 West Gaines Street, Suite 1414, Tallahassee, FL 32399-0400, toll-free telephone number (888) 224-6684.

FEES

Total Program Tuition	\$ _____ 12,500.00 _____
Textbooks	\$ _____ \$396.00 _____
Application Fee (non-refundable)	\$ _____ \$150.00 _____
Administrative Fee(non-refundable)	\$ _____ \$200.00 _____
Other Charges	\$ _____)
TOTAL AMOUNT	\$ _____

TOTAL CHARGES FOR CURRENT PERIOD OF ATTENDANCE \$ _____
_____ 12,500.00 _____

TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM \$ _____
_____ \$13,246.00 _____

TOTAL CHARGES OBLIGATED TO BE PAID UPON ENROLLMENT \$ _____ Min Deposit
\$1,200.00 and \$150.00 Application fee _____

Enrollment Agreement

Textbooks

The Institution requires textbooks to be purchased by students as listed in the Fees section on page 2 of the Enrollment Agreement.

Method of Payment

Private Loan Self Parents Institution of Origin Award (specify) _____

Donor (specify) _____ Government (specify) _____

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan, plus interest, less the amount of any refund per section 6E-1.0032-1.

If the student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

- The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
- The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

I/We understand that this is a legally binding contract when signed by the student and accepted by the institution and that 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.

I/We have received and read a copy of this legally binding document consisting of three (3) pages, the School Performance Fact Sheet and a copy of the institution's catalog. I/We understand that in order to cancel this agreement and have no financial liability with Amelia Island Medical Institute, I/We have up to and including, three (3) business days from the date signed below to cancel this agreement by providing a letter in writing to the institution in accordance with the section labeled Student's Right to Cancel and Refund Policy on page one (1) of this enrollment agreement.

Student's Signature

Date Signed

Parent / Guardian Signature (If applicant is under the age of eighteen (18) years of age)

Date Signed

School Official's Signature

Date Signed