

UNITED BEAUTY COLLEGE

1907 W. Mississippi Ave.
Denver, CO 80223
TEL 303 922 - 1852

Approved and regulated by the Private Occupational School Board, of the Colorado Department of Higher Education.

Course is taught in English

ENROLLMENT CONTRACT

General Information

Date _____

Student's Name _____ Social Security Number _____

Address _____
Street City State Zip

Home Phone () _____ Work Phone () _____

Program Data

Program _____ Full-Time ___ Part-time ___ Days _____ Credit Hours _____

Number of weeks or months to complete _____ weeks or months (circle one)

Start Date _____ Completion Date _____ Educational Credential _____

Tuition & Fees

Tuition \$ _____ Registration Fee \$ _____ Books/Supplies/Equipment \$ _____ Total Cost of Program \$ _____
(subject to cost change)
Total costs are exclusive of State Licensing Fees

Schedule of Payments

Deposit _____ Date _____

<u>Payment Amount</u>	<u>Date</u>	<u>Payment Amount</u>	<u>Date</u>	<u>Payment Amount</u>	<u>Date</u>
\$ _____	_____	\$ _____	_____	\$ _____	_____
\$ _____	_____	\$ _____	_____	\$ _____	_____
\$ _____	_____	\$ _____	_____	\$ _____	_____
\$ _____	_____	\$ _____	_____	\$ _____	_____

DISCLOSURE STATEMENT

THE COST OF CREDIT IS INCLUDED IN THE PRICED QUOTED FOR THE GOOD AND SERVICES.

By Signing below, the student agrees to pay United Beauty College hereafter referred to as the school, the total stated tuition & fees. The school agrees to provide the occupational training in accordance with the provisions of Catalog Volume _____ Dated _____ ("the catalog"). Payment of all monies due shall be a condition of continue enrollment. Upon Satisfactory completion of all academic and skill requirements and when all financial obligations to the school have been met the school will award the Certificate of Completion to the student. The student and school understand that this enrollment agreement, WHICH INCLUDES THE REFUND POLICY may not be amended except in writing signed by both parties. Postponement of stating date, whether at the request of the school or the student, requires a written agreement signed by the student and the school. The agreement must set forth:

- a.) Whether the postponement is for the convenience of the school or student and;
- b.) A deadline for the new start date, beyond which the start date will not be postponed.

Graduation Requirements: Upon Satisfactory completion of all academic requirements and when all financial obligations to the school have been met the school will award the Certificate of Completion to the student. Students are assisted in completing the necessary documents to file for the license with Office of Barber and Cosmetology.

Job Placement: The school’s job placement service is to keep an extensive salon referral records on the school bulletin board, and these referrals are available to all students without charge. The school cannot guarantee employment.

Termination: The school shall have the right to place on suspension or terminate a student for cheating, theft, dishonesty, creating dissension, using profanity, immoral unprofessional conduct, gossiping, or using intoxicating liquors or drugs during or before school.

REFUND POLICY

- a. Students not accepted by the school and students who cancel this contract by notifying the school within three business days are entitled to a full refund of all tuition and fees paid.
- b. If a student (or in the case of a student under the state’s legal age, his/her parents or guardian) cancels his/her enrollment, in writing, within three (3) business days after the contract has been signed, all monies collected by the school shall be refunded. The date will be determined by the postmark on the written notification or the date said information is delivered to the administrator/owner. This policy applies regardless whether or not the training has begun.
- c. Student who withdraw after three business days, but before commencement of classes, are entitled to a full refund of all tuition and fees paid except the registration fee of \$150 and the cancellation charge of 150 dollars.
- d. In the case of student withdrawing after commencement of classes, the school will retain a cancellation charge plus a percentage of tuition and fees, which is based on the percentage of contact hours attended, as described in the table below. The refund is based on the last date of recorded attendance.

REFUND TABLE

SCHEDULED TIME ELAPSED TOTAL TUITION SCHOOL
IN TOTAL PROGRAM SHALL HAVE EARNED

0.01% to 4.9%	= 20%	-73.5 hrs (58.8hrs)	
5% to 9.9%	= 30%	-148.5 hrs(118.8hrs)	Percentage of tuition can retain:_____%
10% to 14.9%	= 40%	-223.5 hrs(178.8hrs)	
15% to 24.9%	= 45%	-373.5 hrs(298.8hrs)	
25% to 49.9%	= 70%	-748.5 hrs(598.8hrs)	
50% and over	= 100%	-750 hrs(600hrs)	

Enrollment time is defined as the time elapsed between the actual starting date and the date of the student’s last day of physical attendance in the school. Any monies due to the applicant or student shall be refunded within 45 days of formal termination by the student as defined in Item b or formal cancellation/termination by the school which shall occur no more than 30 days from the last day of physical attendance or in the case of a leave of absence, the earlier of the date the student notifies the school s/he will not be returning or the expiration date of the leave. Student attendance is monitored monthly for withdrawal purposes.

- e. In case of illness, disabling accident or death in the immediate family, or other circumstances beyond the control of the student, the school will make a settlement which is reasonable and fair to both.
- f. Books and kits are the property of the student (once received) and can not be returned to the school for a refund
- g. If the school is permanently closed and no longer offering instruction, the student shall be entitled to a complete refund of all monies paid.
- h. If a program is cancelled subsequent to a student’s enrollment the school shall, at its option: a) provide a full refund of all monies paid or b) provide completion of the course.

I HAVE READ & RECEIVED A COPY OF THIS ENROLLMENT CONTRACT AND A CURRENT SCHOOL CATALOG.

Student Signature

Date

School Official’s Signature

Date