



Program Conferral Address for programs listed below:

1221 N. Swift Road, Addison, IL 60101 | 630.953.3660

Please select program option:

- ☐ RN to BSN Completion Option (online)
- ☐ Master of Science in Nursing (MSN) Degree Program (online)

☐ Educator Specialty Track

☐ Executive Specialty Track

☐ Family Nurse Practitioner Specialty Track (MSN/FNP)

☐ Healthcare Policy Specialty Track

☐ Informatics Specialty Track
- ☐ Nursing Certificate Programs (online)

☐ Post-Baccalaureate Certificate in Leadership Foundations

☐ Graduate Certificate in Family Nurse Practitioner (FNP)

ENROLLMENT AGREEMENT POST-LICENSURE PROGRAM

Chamberlain National Management Office
3005 Highland Pkwy., Downers Grove, IL 60515
National Toll-free 888.556.8226 | chamberlain.edu

Please fax completed document toll-free to: 866.603.8669
Or mail to: 1200 East Diehl Road, Naperville, IL 60563

- ☐ Graduate Certificate in Nursing Education Program
- ☐ Graduate Certificate in Nursing Education Program with Practicum
- ☐ Graduate Certificate in Nursing Informatics Program
- ☐ Graduate Certificate in Nursing Informatics Program with Practicum
- ☐ Graduate Certificate in Nursing Leadership
- ☐ Graduate Certificate in Nursing Leadership with Practicum
- ☐ Doctor of Nursing Practice Degree Program (online)

☐ Healthcare Systems Leadership Specialty Track

Purpose

This Agreement outlines the educational services to which you are entitled as a post-licensure online student of Chamberlain University. It also assures your eligibility to participate in the range of student benefits that are offered as part of your degree program. Academic requirements and your financial obligations are also covered.

Accreditation

Chamberlain University is accredited by the Higher Learning Commission (www.hlcommission.org), a regional accreditation agency recognized by the U.S. Department of Education. The baccalaureate degree in nursing program, master's degree in nursing program, and Doctor of Nursing Practice program at Chamberlain University are accredited by the Commission on Collegiate Nursing Education, 655 K Street NW, Suite 750, Washington DC 20001, 202.887.6791. For the most updated accreditation information, visit chamberlain.edu/accreditation.

Application Fee

A \$60 application fee is required of all applicants. This fee is refundable if the application is cancelled within 10 business days of submission. The application fee is waived for Chamberlain alumni, Carrington College and DeVry University students or alumni, as well as qualified military personnel.

Tuition

Tuition is assessed each session according to enrollment. Tuition rates are as follows: unless otherwise indicated, tuition is \$590 per credit hour for the RN to BSN degree completion option, \$650 per credit hour for the Post-Baccalaureate Certificate, MSN degree and Graduate Certificate programs (\$665 per credit hour for Graduate Certificate in FNP), and \$750 per credit hour for the DNP degree program. An additional \$15 per credit hour is assessed on all MSN/FNP specialty track courses. Additional fees apply and can be found in the academic catalog. Tuition does not include room and board, books and supplies, fees, or transportation. Chamberlain reserves the right to adjust tuition rates at the beginning of any academic term, but such increases will be announced at least 90 days in advance. Arrangements for payment of tuition and fees must be made prior to registration for the student's first session. All institution tuition and fees are payable by the end of the 5th week of each session unless other arrangements are made. Students requiring repeat work will be charged additional tuition at the prevailing tuition rates. This may extend their degree program. Schedule changes affected during the add/drop period will result in a tuition adjustment according to the tuition policy and may have an impact on financial aid.

Tuition for all coursework is assessed according to the student's primary program of enrollment. Student's first program of study is considered the primary program unless the student requests a program change.

Effective Beginning July 2018:

RN to BSN Option (Bachelor of Science in Nursing degree) - Three 16-week semesters (48 weeks full-time) - requires 16 credit hour course load per semester - 122 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge... \$28,870.00*

MSN (Master of Science in Nursing degree) - Six 16-week semester (96 weeks full-time) - 36 credit hours - total application fee, tuition costs based on current tuition, student services charge and background check and drug screen fee... \$27,630.00*

MSN (Master of Science in Nursing degree) FNP Specialty Track - Eight 16-week semesters (120 weeks full-time) - 45 credit hours - total application fee, tuition costs based on current tuition rates, student services charge, background check, drug screen fee and APRN resource fee... \$39,435.00*

Post-Baccalaureate Certificate in Nursing Leadership Foundations - Three 16-week semesters (48 weeks full-time) - 18 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge... \$13,770.00*

Graduate Certificate in FNP (with Practicum) - Five 16-week semesters (80 weeks full-time) - 30 credit hours - total application fee, tuition costs based on current tuition rates, student services charge, and background check and drug screen fee and APRN resource fee... \$28,010.00*

Graduate Certificate in Nursing Education - Two 16-week semesters (32 weeks full-time) - 12 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge... \$9,200.00*

Graduate Certificate in Nursing Education (with Practicum) - Three 16-week semesters (48 weeks full-time) - 18 credit hours - total application fee, tuition costs based on current tuition rates, student services charge, and background check and drug screen fee... \$13,920.00*

Graduate Certificate in Nursing Informatics - One and a half 16-week semesters (32 weeks full-time) - 9 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge... \$6,915.00*

Graduate Certificate in Nursing Informatics (with Practicum) - Three 16-week semesters (48 weeks full-time) - 18 credit hours - total application fee, tuition costs based on current tuition rates, student services charge, and background check and drug screen fee... \$13,920.00*

Graduate Certificate in Nursing Leadership - Two 16-week semesters (32 weeks full-time) - 12 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge... \$9,200.00*

Graduate Certificate in Nursing Leadership (with Practicum) - Three 16-week semesters (48 weeks full-time) - 18 credit hours - total application fee, tuition costs based on current tuition rates, student services charge, and background check and drug screen fee... \$13,770.00*

DNP (Doctor of Nursing Practice degree) Healthcare Systems Leadership Specialty Track - Six 16-week semesters (96 weeks full-time) - 40 credit hours - total application fee, tuition costs based on current tuition rates, student services charge, and background check and drug screen fee... \$39,810.00

MSN and DNP Degree Programs (including Specialty Tracks) and Graduate Certificates with Practicum Only:

Due to the nature of Chamberlain's graduate certificate and degree programs, practical experience and practicum hours are an essential part of successful completion.

- Graduate Certificates with practicum: two courses that total 144-hour practicum (three courses that total 216-hour practicum for Informatics Specialty Track)
- MSN (all specialty tracks except FNP): two courses that total 144-hour practicum (three courses that total 216-hour practicum for Informatics Specialty Track)
- MSN FNP Specialty Track: Five 125-hour practicum courses
- DNP: minimum of 1024 post-baccalaureate practicum hours across four practicum courses (range from 128 to 256 hours each). The number of practicum hours required will be determined based on individual transcript evaluation.

Additional practicum criteria and requirements are outlined in the Academic Catalog and practicum handbook.

Student initials

I understand that I am accountable for submitting an application to Chamberlain for practicum site approval by the published deadlines.

Student initials

I understand that it is my responsibility to provide all required documentation for my practicum experience, including immunization records and disclosures, by the deadlines communicated by Chamberlain.

Student initials

I understand that any delays in providing complete and accurate information relating to my practicum experience may keep me from registering for my practicum courses.

Student initials

I understand that it is my responsibility to secure my own practicum site, and a qualified preceptor. I further understand that I will not be able to complete the program until the practicum is successfully completed.

Graduate Certificate in FNP Students:

Student initials

I understand that Chamberlain University chooses to pursue programmatic accreditation for selected degree/certificate programs. This accreditation is granted by profession-specific accrediting bodies that set standards of quality for educational programs in their professions. Graduation from an accredited

*Semesters, weeks, credit hours and program costs may vary depending upon individual circumstances such as part-time scheduling and transfer credit accepted. Cost shown includes application fee, tuition at current rates, average estimated expense for books and supplies, course resource fee, student services charge, background check and drug screen fee and APRN resource fee (if applicable). See chamberlain.edu/tuition for additional detail and expenses.



program may be an eligibility requirement for employment, certification and occupational licensure opportunities.

Student initials

I understand that the Graduate Certificate in Family Nurse Practitioner (FNP) lacks programmatic accreditation that is an eligibility requirement for the certification exams required for licensure as an Advanced Practice Registered Nurse Nurse Practitioner. The Graduate Certificate in FNP program is not currently programmatically accredited and future accreditation is not guaranteed. For questions regarding licensure requirements, please contact your state's Board of Nursing.

Student initials

I understand that the Graduate Certificate in FNP is currently ineligible for Title IV aid, as such, Chamberlain University is unable to award or disburse Title IV federal grants or loans for students currently attending this program. Chamberlain cannot guarantee nor affect the timeframe for approval to offer Title IV aid.

DNP Students:

Student initials

Eligibility to enroll in doctoral level courses is based on placement results of a writing assessment or successful completion of a 3-credit-hour writing course, NR-699. If a student needs to take NR-699, it will be added in the individual's plan of study and will need to be passed before entering NR-700.

Refunds and Withdrawals

The application fee is refundable if the agreement is cancelled in writing prior to midnight of the tenth business day after the date of transaction as provided in the Buyer's Right to Cancel section, or as otherwise required by state law.

To withdraw from Chamberlain after attending classes, a student must notify the designated official according to the policy outlined in the student handbook. Withdrawal is complete when the designated official has been notified or on the date Chamberlain determines a student is no longer enrolled, whichever is earlier. Students who withdraw are responsible for outstanding financial obligations. In addition, those receiving federal student loans must complete an exit interview. Students must make schedule changes by the first day of class for course adds and by the end of week one for course drops to receive a tuition adjustment. Course additions are subject to academic approval. Tuition refunds are issued on a prorated basis to students who withdraw from a course.

At time of withdrawal, student agrees to pay Chamberlain University any outstanding balances less than \$100.00 in full; or in four consecutive monthly installments if the balance is \$100.00 or more, including all finance charges at a 12% annual fixed interest rate, in substantially equal amounts sufficient to pay the principal balance in full. Chamberlain will send a monthly notice of the amount due and remaining balance. Chamberlain will provide students with a disclosure statement setting forth the material terms prior to a student's first payment becoming due. Failure to fulfill all financial obligations may result in a student's account being reported to the credit bureaus and denial of student's subsequent registration, access to grades, diplomas or transcripts.

Only dropped courses are eligible for a 100 percent reversal of tuition and fees, including the course resource and eBook fee.

Refunds are based on the week of withdrawal and are calculated using the Chamberlain refund policy and any applicable state refund policy. The refund most favorable to the student is issued. Refund policies for both undergraduate and graduate students will be applied to the tuition charged for the withdrawn course. Refunds are calculated according to the last documented date of attendance and are issued within 30 days of the withdrawal notification date or the date Chamberlain determines a student is no longer enrolled, whichever is earlier. If the student has received federal student financial aid funds, the student is entitled to a refund of monies not paid from federal student financial aid program funds. Examples of refund calculations are available from the Student Finance Office.

At minimum, refunds are calculated as follows:

Withdrawal During	% Refund of Tuition Less Administrative Fee* Session
First day of scheduled classes	100%
Balance of week 1	90%
Week 2	75%
Week 3	25%
Week 4	25%
Week 5-8	0%

*The administrative fee will be \$50 per course.

General Information

Course sequences may vary and Chamberlain reserves the right to revise, add or delete courses, alter the total number of class hours, suspend, cancel or postpone a class for reasons including, but not limited to, the following: natural occurrences or other circumstances beyond Chamberlain's control, holidays, special institutional activity days, and registration days. If it becomes necessary for any reason to interrupt regular class schedules or starting dates, Chamberlain may, upon reasonable advance notice, suspend or cancel instruction. Chamberlain will advise students as soon as possible of dates for resumption of classes.

Course credits are not guaranteed to transfer to other schools. Acceptance of credits is subject to the receiving institution's requirements. Course availability is dependent on student enrollment. Chamberlain reserves the right to cancel a class. If this occurs, applicants will be given a full refund of the application fee and prepaid tuition. In the event that a continuing program or class is cancelled, students will be offered the opportunity to transfer within the Chamberlain system with full credit for all course work completed. If the length of the program must be changed, then tuition for any additional coursework will be charged at the rate prevailing at the time the coursework is taken. Chamberlain is not obligated to provide coursework for students who fail, withdraw from a course, or interrupt their studies.

The term of this Agreement is for only one semester. If a student's enrollment is ongoing after the first semester with no interruptions, no new Agreement need be signed, and the terms of this Agreement (except for tuition and refunds in the case of a tuition increase) are reaffirmed and shall be applicable to the student and Chamberlain upon the student's enrollment for each consecutive subsequent semester and during the term thereof. If studies have been interrupted for six consecutive sessions or more, a new enrollment agreement must be signed. Applicants are required to have a completed Enrollment Agreement on file that matches the academic year in which they actually begin enrollment. Refer to the academic catalog for resumption of study requirements. A second application fee is required of readmits.

MSN/FNP degree program and the Graduate Certificate in FNP students are required to clear a background check and fingerprint screen, through a Chamberlain preferred vendor, before registering for any of the FNP specialty courses. MSN/FNP students may enroll in core courses, but cannot enroll in an FNP specialty course until clearance is satisfactorily completed. Students are responsible for determining the impact their criminal history has on obtaining a nursing license in their state of preference.

Standard business methods are used in the collection of delinquent payments. Students are required to keep Chamberlain informed of their current home and local address. Transcripts will not be issued to students who owe money to Chamberlain.

To graduate from the program, a student must satisfactorily complete all program requirements and maintain the required cumulative grade point average outlined in the academic catalog. The cumulative grade point average is calculated on all coursework completed while enrolled at Chamberlain, whether or not it is in the student's current degree program. Chamberlain reserves the right to change the requirements for graduation to keep pace with educational, scientific, technological or similar developments. Changes may be applied to students already enrolled. For those cases, an academic advisor will specify an alternate plan of study which must be completed in lieu of the original requirements.

Students must contact their Advisor prior to making any changes in their program, practicum or specialty track. Program and specialty track approval varies by state. A student's program change or change of physical location or residence could impact eligibility for enrollment in a program, practicum or specialty track. Students are also responsible for notifying Chamberlain University of a change in their residence or physical location, and for verifying whether any such change affects the student's eligibility for enrollment in a program, practicum or specialty track.

Students seeking resumption of study after involuntary or voluntary withdrawal need to be aware that curriculum changes may have occurred. A review with an academic advisor will be made to determine if an alternate plan of study is needed to permit those students to complete the graduation requirements.

Except by attached printed addenda to this Agreement, if any, written by Chamberlain and acknowledged by applicant, this Agreement is not subject to oral or written modifications from its printed form. This Agreement supersedes any Chamberlain enrollment agreement you may have previously signed.

Chamberlain admits academically qualified students and does not discriminate on the basis of race, creed, color, religion, national origin, sex or gender, age, disability, marital status, sexual orientation, citizenship status, or any other category protected by applicable law, in admissions, employment services, or access to its programs and activities.

It is Chamberlain's policy to comply with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Persons wishing additional information about this policy or assistance to accommodate individual needs should contact the Office of Student Disability Services, adaofficer@chamberlain.edu or 888.556.8226.

See the academic catalog for a complete description of required competencies and functional abilities.

Purchase of Textbooks, Lessons, and Supplies

Students are required to purchase standard textbooks, lessons and supplies. These costs may vary by the student's session and program. Students have the option to purchase required textbooks and supplies from the Chamberlain Bookstore or a bookstore of their choosing, and also have the option of choosing the type of textbook they prefer (hard copy, eBook, or printed eBook). Students who use the Chamberlain Bookstore may be eligible to charge materials to their student account. Students will be required to obtain all course materials prior to the start of the course.

For additional information regarding which courses have eBooks and the costs



associated with them, visit chamberlain.edu/bookstore.

The average estimated per-session textbook expense for full-time students is \$100 for RN-BSN, \$125 for MSN (all specialty tracks), Post-Baccalaureate Certificate and Graduate Certificates, and \$150 for DNP. Textbooks and supplies may be purchased through Chamberlain or from an outside bookstore, but must be those specified by Chamberlain.

In lieu of receiving rent from the operator of its bookstores, Chamberlain receives commissions derived from the gross revenue collected by the bookstore operator from both on-campus and internet sales. These commissions are used to assist with expenses associated with the selection and ordering of textbooks and e-learning materials as well as the operating cost associated with providing campus bookstore space.

Other Costs

A non-refundable student services charge of \$160 per session is applied to all RN to BSN, Post-Baccalaureate Certificate and MSN students, \$150 for Graduate Certificate students; and \$600 per session is applied to all DNP students. For the MSN/FNP degree program and the Graduate Certificate in FNP, an APRN resource fee of \$450 per course is charged for the following courses: NR-503, NR-507, NR-508, NR-509, NR-510, NR-511, NR-601, NR-602, NR-603, and NR-661/NR-667.

A non-refundable course resource fee of \$50 per course is applied to all students. For the MSN/FNP degree program and the Graduate Certificate in FNP, students are responsible for their travel costs while participating in the immersion weekend as part of NR-509. Typical costs include travel to/from Illinois, lodging and meals for 1-2 nights.

For the MSN/FNP degree program and the Graduate Certificate in FNP, students who opt to participate in the Intensive Review Session as part of NR-661 or NR-667 are responsible for their travel costs. Typical costs include travel to/from Illinois, lodging and meals for 3 nights.

Students are responsible for the fees associated with the background check and fingerprint screen required for FNP course registration. For the MSN, DNP degree programs and all other Graduate Certificates (with practicum), a non-refundable background check and drug screen fee of \$150 is charged for students whose practicum site requires it. Additional fees may apply depending on State Board of Nursing and clinical facility requirements. See your practicum coordinator for additional information.

See the academic catalog for a complete listing of various additional fees that may apply.

Attendance/Dismissal Policy

Students are expected to attend every meeting of every class in which they are registered. Absenteeism may result in dismissal from Chamberlain or from a specific course. Students who commit a breach of Chamberlain rules or normal standards of good conduct will be referred to the campus president and may be subject to dismissal. Chamberlain reserves the right to dismiss students who fail to comply with the Student Code of Conduct, or maintain satisfactory academic progress. See the student handbook or academic catalog for complete details

Financial Aid

Chamberlain's interest bearing installment loan program may be made available to students who need assistance in financing their Chamberlain education. If eligible, students will be given documents outlining terms and conditions of the plan. Federally or state funded financial aid programs may also be available to qualified students.

Details on all financial aid programs and payment options are available in the academic catalog.

Chamberlain offers students several payment plan options for paying tuition, book charges and any fees that have posted to their student accounts. Additional information can be obtained from the Student Services Office.

Veterans Information

Students enrolling in eligible programs who qualify for veterans educational benefits should submit the appropriate application for benefits form, along with discharge papers, as far in advance of the scheduled class starting date as possible. Details regarding specific program eligibility and requirements may be obtained from the veterans benefits coordinator at Chamberlain. Refunds for veterans and eligible persons enrolled in programs approved under Section 1775 of the G.I. Law are the same as indicated under Refund Policy.

Career Services

Chamberlain offers a wide range of services to assist students and alumni in preparing for employment and advancing their careers. Advisors can help with assessing career goals, evaluating resumes, increasing marketability, building networking and interviewing techniques plus improving salary negotiation skills. Additional assistance is provided through online development resources and local and national job postings in Chamberlain's CareerCare system. The system is available to students and alumni indefinitely to help them seek employment in fields related to their degree. While employment cannot be guaranteed, career services staff will continue to work with students after graduation. Graduates who intend to utilize Chamberlain's career services must agree to Chamberlain's requirements for an employment search, including specific responsibilities allocated to the graduate. Agreement to utilize Chamberlain services to support an employment search entitles Chamberlain to confirm the graduate's hire date, job title, responsibilities and salary with the employer to ensure accuracy of

employment data. Colleagues from Chamberlain or any Adtalem institution are not entitled to career services and waive their rights to career search assistance. Employment data is collected and used for accreditation and continuous improvement purposes. For more information visit, chamberlain.edu/careercare.

California Residents: Student Tuition Recovery Fund (STRF)

“The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.”

“It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number.”

Minnesota residents: Chamberlain University is registered with the Minnesota Office of Higher Education pursuant to Minnesota Statutes sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

Publicity Waiver and Release Disclosure

By signing this enrollment agreement, the student grants to Chamberlain University LLC, its parent, subsidiary and affiliated companies, agents, licensees and designees (collectively, “Chamberlain University LLC”), including their successors and assigns, the absolute, royalty-free, irrevocable, worldwide, right and permission, with respect to any testimonial (written or oral), photographs, film, video or other images, or sound recordings taken by Chamberlain University LLC: (a) To use, re-use, publish, re-publish, copy, modify, display and create derivative works in whole or in part, individually or in conjunction with other photographs, images, recordings or testimonials in any medium (including without limitation,





Program Conferral Address for programs listed below:

1221 N. Swift Road, Addison, IL 60101 | 630.953.3660

Please select program option:

☐ Master of Public Health Degree

ENROLLMENT AGREEMENT MASTER OF PUBLIC HEALTH DEGREE PROGRAM

Chamberlain University National Management Office
3005 Highland Pkwy., Downers Grove, IL 60515
National Toll-free 888.556.8226 | chamberlain.edu

Please fax completed document toll-free to: 866.603.8669
Or mail to: 1200 East Diehl Road, Naperville, IL 60563

Purpose

This Agreement outlines the educational services to which you are entitled as a graduate online student of Chamberlain University's College of Health Professions. It also assures your eligibility to participate in the range of student benefits that are offered as part of your degree program. Academic requirements and your financial obligations are also covered.

Application Fee

A \$60 application fee is required of all applicants. This fee is refundable if the application is cancelled within 10 business days of submission. The application fee is waived for Chamberlain University alumni, Carrington College and DeVry University students or alumni, as well as qualified military personnel.

Tuition

Tuition is assessed each session according to enrollment. Tuition rates are as follows: unless otherwise indicated, tuition is \$550 per credit hour for the Master of Public Health (MPH) degree program. Additional fees apply and can be found in the academic catalog.

Tuition does not include room and board, books and supplies, fees, or transportation. Chamberlain reserves the right to adjust tuition rates at the beginning of any academic term, but such increases will be announced at least 90 days in advance. Arrangements for payment of tuition and fees must be made prior to registration for the student's first session. All institution tuition and fees are payable by the end of the 5th week of each session unless other arrangements are made.

Students requiring repeat work will be charged additional tuition at the prevailing tuition rates. This may extend their degree program. Schedule changes affected during the add/drop period will result in a tuition adjustment according to the tuition policy and may have an impact on financial aid.

Tuition for all coursework is assessed according to the student's primary program of enrollment. Student's first program of study is considered the primary program unless the student requests a program change.

Effective May 2017:

MPH (Master of Public Health) - Six 16-week semester (96 weeks full-time) - 42 credit hours - total application fee, tuition costs based on current tuition, and student services charge.....\$26,680.00*

Master of Public Health Practicum Requirements:

All MPH students will be required to complete a culminating experience in the fieldwork setting in order to obtain the MPH degree. Students are required to complete 240 contact hours of fieldwork with an accompanying capstone course over the last two sessions of the program, after they have completed all core MPH coursework. The intention of the fieldwork practicum is to provide students with the opportunity to synthesize and apply concepts learned in their coursework to resolving real-life public health problems and situations in public health practice. This synthesis/fieldwork experience is a final requirement for students earning the MPH degree.

Student initials

I understand that it is my responsibility to find my own practicum site and preceptor.

Student initials

I understand that I am accountable for submitting an application to Chamberlain for practicum site approval by the published deadlines.

Student initials

I understand that it is my responsibility to provide all required documentation for my practicum experience, including immunization records and disclosures, by the deadlines communicated by Chamberlain.

Student initials

I understand that any delays in providing complete and accurate information relating to my practicum experience may keep me from registering for my practicum courses.

Chamberlain University is accredited by The Higher Learning Commission (HLC, www.hlcommission.org). The MPH program is included in Chamberlain's grant of institutional accreditation from HLC.

Student initials

I understand the online MPH program is currently not programmatically accredited. Chamberlain University is an applicant for accreditation by the Council on Education for Public Health. The accreditation review will address the generalist Master of Public Health (MPH) degree program. Other degrees and areas of study offered by this institution will not be included in the unit of accreditation review. Council on Education for Public Health is located at 1010 Wayne Avenue, Suite 220, Silver Spring, MD 20910, www.ceph.org. If accreditation is granted, the date of initial accreditation will be either the date on which our application was accepted by the Council (October 7, 2017) or the date on which the most recent extension of the applicant status was granted, if applicable, whichever occurs later. The Council assigns the date of initial accreditation during the Council meeting at which the accreditation decision is made. Entry into the process and acceptance of an application are not a guarantee of initial accreditation. Graduation from an accredited program may be an eligibility requirement for some employment and certification opportunities. Future accreditation is not guaranteed.

Refunds and Withdrawals

The application fee is refundable if the agreement is cancelled in writing prior to midnight of the tenth business day after the date of transaction as provided in the Buyer's Right to Cancel section, or as otherwise required by state law.

To withdraw from Chamberlain after attending classes, a student must notify the designated official according to the policy outlined in the student handbook. Withdrawal is complete when the designated official has been notified or on the date Chamberlain determines a student is no longer enrolled, whichever is earlier. Students who withdraw are responsible for outstanding financial obligations. In addition, those receiving federal student loans must complete an exit interview. Students must make schedule changes by the first day of class for course adds and by the end of week one for course drops to receive a tuition adjustment. Course additions are subject to academic approval. Tuition refunds are issued on a prorated basis to students who withdraw from a course.

At time of withdrawal, student agrees to pay Chamberlain University any outstanding balances less than \$100.00 in full; or in four consecutive monthly installments if the balance is \$100.00 or more, including all finance charges at a 12% annual fixed interest rate, in substantially equal amounts sufficient to pay the principal balance in full. Chamberlain will send a monthly notice of the amount due and remaining balance. Chamberlain will provide students with a disclosure statement setting forth the material terms prior to a student's first payment becoming due. Failure to fulfill all financial obligations may result in a student's account being reported to the credit bureaus and denial of student's subsequent registration, access to grades, diplomas or transcripts.

Only dropped courses are eligible for a 100 percent reversal of tuition and fees, including the course resource and eBook fee.

Refunds are based on the week of withdrawal and are calculated using the Chamberlain refund policy and any applicable state refund policy. The refund most favorable to the student is issued. Refund policies for both undergraduate and graduate students will be applied to the tuition charged for the withdrawn course. Refunds are calculated according to the last documented date of attendance and are issued within 30 days of the withdrawal notification date or the date Chamberlain determines a student is no longer enrolled, whichever is earlier. If the student has received federal student financial aid funds, the student is entitled to a refund of monies not paid from federal student financial aid program funds. Examples of refund calculations are available from the Student Finance Office.

At minimum, refunds are calculated as follows:

Withdrawal During	% Refund of Tuition Less Administrative Fee* Session
First day of scheduled classes	100%
Balance of week 1	90%
Week 2	75%
Week 3	25%
Week 4	25%
Week 5-8	0%

*The administrative fee will be \$50 per course.

*Semesters, weeks, credit hours and program costs may vary depending upon individual circumstances such as part-time scheduling and transfer credit accepted. Cost shown includes application fee, tuition at current rates, average estimated expense for books and supplies, course resource fee, and student services charge. See chamberlain.edu/tuition for additional detail and expenses.



General Information

Course sequences may vary and Chamberlain reserves the right to revise, add or delete courses, alter the total number of class hours, suspend, cancel or postpone a class for reasons including, but not limited to, the following: natural occurrences or other circumstances beyond Chamberlain’s control, holidays, special institutional activity days, and registration days. If it becomes necessary for any reason to interrupt regular class schedules or starting dates, Chamberlain may, upon reasonable advance notice, suspend or cancel instruction. Chamberlain will advise students as soon as possible of dates for resumption of classes.

Course credits are not guaranteed to transfer to other schools. Acceptance of credits is subject to the receiving institution’s requirements. Course availability is dependent on student enrollment. Chamberlain reserves the right to cancel a class. If this occurs, applicants will be given a full refund of the application fee and prepaid tuition. In the event that a continuing program or class is cancelled, students will be offered the opportunity to transfer within the Chamberlain system with full credit for all course work completed. If the length of the program must be changed, then tuition for any additional coursework will be charged at the rate prevailing at the time the coursework is taken. Chamberlain is not obligated to provide coursework for students who fail, withdraw from a course, or interrupt their studies.

The term of this Agreement is for only one semester. If a student’s enrollment is ongoing after the first semester with no interruptions, no new Agreement need be signed, and the terms of this Agreement (except for tuition and refunds in the case of a tuition increase) are reaffirmed and shall be applicable to the student and Chamberlain upon the student’s enrollment for each consecutive subsequent semester and during the term thereof. If studies have been interrupted for six consecutive sessions or more, a new enrollment agreement must be signed. Applicants are required to have a completed Enrollment Agreement on file that matches the academic year in which they actually begin enrollment. Refer to the academic catalog for resumption of study requirements. A second application fee is required of readmits.

Standard business methods are used in the collection of delinquent payments. Students are required to keep Chamberlain informed of their current home and local address. Transcripts will not be issued to students who owe money to the University.

To graduate from the program, a student must satisfactorily complete all program requirements and maintain the required cumulative grade point average outlined in the academic catalog. The cumulative grade point average is calculated on all coursework completed while enrolled at Chamberlain, whether or not it is in the student’s current degree program. Chamberlain reserves the right to change the requirements for graduation to keep pace with educational, scientific, technological or similar developments. Changes may be applied to students already enrolled. For those cases, an academic advisor will specify an alternate plan of study which must be completed in lieu of the original requirements.

Students must contact their Advisor prior to making any changes in their program or practicum. Program approval varies by state. A student’s program change or change of physical location or residence could impact eligibility for enrollment in a program or practicum. Students are also responsible for notifying Chamberlain University of a change in their residence or physical location, and for verifying whether any such change affects the student’s eligibility for enrollment in a program or practicum.

Students seeking resumption of study after involuntary or voluntary withdrawal need to be aware that curriculum changes may have occurred. A review with an academic advisor will be made to determine if an alternate plan of study is needed to permit those students to complete the graduation requirements.

Except by attached printed addenda to this Agreement, if any, written by Chamberlain and acknowledged by applicant, this Agreement is not subject to oral or written modifications from its printed form. This Agreement supersedes any Chamberlain enrollment agreement you may have previously signed.

Chamberlain admits academically qualified students and does not discriminate on the basis of race, creed, color, religion, national origin, sex or gender, age, disability, marital status, sexual orientation, citizenship status, or any other category protected by applicable law, in admissions, employment services, or access to its programs and activities.

It is Chamberlain’s policy to comply with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Persons wishing additional information about this policy or assistance to accommodate individual needs should contact the Office of Student Disability Services, adaofficer@chamberlain.edu or 888.556.8226.

See the academic catalog for a complete description of required competencies and functional abilities.

Purchase of Textbooks, Lessons, and Supplies

Students are required to purchase standard textbooks, lessons and supplies. These costs may vary by the student’s session and program. Students have the option to purchase required textbooks and supplies from the Chamberlain Bookstore or a bookstore of their choosing, and also have the option of choosing the type of textbook they prefer (hard copy, eBook, or printed eBook). Students who use the Chamberlain Bookstore may be eligible to charge materials to their student account. Students will be required to obtain all course materials prior to the start of the course.

For additional information regarding which courses have eBooks and the costs associated with them, visit chamberlain.edu/bookstore.

The average estimated per-session textbook expense for full-time students is \$75 for MPH. Textbooks and supplies may be purchased through Chamberlain or from an outside bookstore, but must be those specified by Chamberlain.

In lieu of receiving rent from the operator of its bookstores, Chamberlain receives commissions derived from the gross revenue collected by the bookstore operator from both on-campus and internet sales. These commissions are used to assist with expenses associated with the selection and ordering of textbooks and

e-learning materials as well as the operating cost associated with providing campus bookstore space.

Other Costs

A non-refundable student services charge of \$160 per session is applied for MPH students.

A non-refundable course resource fee of \$50 per course is applied to all students.

A nonrefundable background check/drug screen fee is required for MPH students whose practicum site requires it. Charged at the exact cost of the screening with \$150 being an average for those students whose site required a screening.

See the academic catalog for a complete listing of various additional fees that may apply.

Attendance/Dismissal Policy

Students are expected to attend every meeting of every class in which they are registered. Absenteeism may result in dismissal from Chamberlain or from a specific course. Students who commit a breach of Chamberlain rules or normal standards of good conduct will be referred to the campus president or program dean and may be subject to dismissal. Chamberlain reserves the right to dismiss students who fail to comply with the Student Code of Conduct, or maintain satisfactory academic progress. See the student handbook or academic catalog for complete details.

Financial Aid

Chamberlain’s interest bearing installment loan program may be made available to students who need assistance in financing their Chamberlain education. If eligible, students will be given documents outlining terms and conditions of the plan. Federally or state funded financial aid programs may also be available to qualified students.

Details on all financial aid programs and payment options are available in the academic catalog.

Chamberlain offers students several payment plan options for paying tuition, book charges and any fees that have posted to their student accounts. Additional information can be obtained from the Student Services Office.

Veterans Information

Students enrolling in eligible programs who qualify for veterans educational benefits should submit the appropriate application for benefits form, along with discharge papers, as far in advance of the scheduled class starting date as possible. Details regarding specific program eligibility and requirements may be obtained from the veterans benefits coordinator at Chamberlain. Refunds for veterans and eligible persons enrolled in programs approved under Section 1775 of the G.I. Law are the same as indicated under Refund Policy.

Career Services

Chamberlain offers a wide range of services to assist students and alumni in preparing for employment and advancing their careers. Advisors can help with assessing career goals, evaluating resumes, increasing marketability, building networking and interviewing techniques plus improving salary negotiation skills. Additional assistance is provided through online development resources and local and national job postings in Chamberlain’s CareerCare system. The system is available to students and alumni indefinitely to help them seek employment in fields related to their degree. While employment cannot be guaranteed, career services staff will continue to work with students after graduation. Graduates who intend to utilize Chamberlain’s career services must agree to Chamberlain’s requirements for an employment search, including specific responsibilities allocated to the graduate. Agreement to utilize Chamberlain services to support an employment search entitles Chamberlain to confirm the graduate’s hire date, job title, responsibilities and salary with the employer to ensure accuracy of employment data. Colleagues from Chamberlain or any Aftalem Global Education institution are not entitled to career services and waive their rights to career search assistance. Employment data is collected and used for accreditation and continuous improvement purposes. For more information visit, chamberlain.edu/careercare.

California Residents: Student Tuition Recovery Fund (STRF)

“The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.”

“It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than



- 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
- The institution has been ordered to pay a refund by the Bureau but has failed to do so.
 - The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
 - You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
 - You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.”

Minnesota residents:

Chamberlain University is registered with the Minnesota Office of Higher Education pursuant to Minnesota Statutes sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

Publicity Waiver and Release Disclosure

By signing this enrollment agreement, the student grants to Chamberlain University LLC, its parent, subsidiary and affiliated companies, agents, licensees and designees (collectively, “Chamberlain University LLC”), including their successors and assigns, the absolute, royalty-free, irrevocable, worldwide, right and permission, with respect to any testimonial (written or oral), photographs, film, video or other images, or sound recordings taken by Chamberlain University LLC:

(a) To use, re-use, publish, re-publish, copy, modify, display and create derivative works in whole or in part, individually or in conjunction with other photographs, images, recordings or testimonials in any medium (including without limitation, in print and on the Internet) and for any purpose whatsoever, including, without limitation in advertising, marketing, publications, electronic distribution, and the Internet and for any other commercial purpose; and

(b) To use the student’s name in connection therewith if Chamberlain University LLC so chooses; and

(c) To copyright the same in the name of Chamberlain University LLC, or any other name that Chamberlain may choose.

The student understands that there will be no compensation for the permitted use of any testimonial (written or oral), photographs, film, video or other images, or sound recordings taken by Chamberlain University LLC or of the student’s name. By signing, the student releases and discharges Chamberlain University LLC, its successors, assigns and any designee (including any agency, client, broadcaster, periodical or other publication) from any and all claims and demands arising out of or in connection with the use of such photographs, film, video or other images, sound recordings, or testimonial, including but not limited to any claims for defamation, invasion of privacy, right of publicity, emotional distress or any similar right. Furthermore, the student represents and warrants that any testimonial given is original and does not infringe upon copyright or proprietary rights of another person or entity. By signing this enrollment agreement, the student waives any and all rights to such photographs, film, video or other images, sound recordings, or testimonial and assigns all such rights to Chamberlain University LLC. **If the student is under the age of 18, the parent or legal guardian’s signature indicates that he/she and the student have read, understand, and agree to be bound by the terms of this disclosure.**

Accurate Information Disclosure

Chamberlain University publishes accurate information about its programs, policies, services and graduate outcomes. Complete, accurate information is provided on our website, in our catalogs, and in advertisements and other materials published by Chamberlain. You may have received information from other sources that was not sanctioned by Chamberlain. You should only rely on written information provided by Chamberlain during the application and enrollment process to make an enrollment decision.

To report unresolved complaints to the Illinois Board of Higher Education, visit their webpage at <http://complaints.ibhe.org/> or by mail to the Illinois Board of Higher Education, 431 E. Adams, Springfield, IL 62701, 217.782.3442. Important information about the educational debt, earnings, and completion rates of students who attended this program can be found at chamberlain.edu/gemph.

APPLICANT (BUYER)

I certify that all information provided by me in the Application for Admission is accurate and that I have read this Agreement and will abide by its provisions. I have retained a completely filled-in copy of this Agreement. The Chamberlain Academic Catalog is available at: **chamberlain.edu/catalog**. **I have read the enrollment agreement, received a copy of the catalog and understand that the catalog is part of the enrollment agreement.** Note: Provisions of any attached addenda acknowledged by applicant modify those of this Agreement.

For New Mexico residents, please select the anticipated method of payment:

- ☐ Cash ☐ Financial Aid ☐ Other 3rd Party Agency

This enrollment agreement and any addendum incorporated by reference herein supersede all prior or contemporaneous representations, proposals, communications and negotiations, both oral and written, and constitute the entire agreement between the parties with respect to education services. Any representations, warranties, or statements made by an employee or agent of Chamberlain and not expressed in this Agreement are not binding on Chamberlain. This Agreement may only be changed by written agreement signed by an authorized representative of the party against whom enforcement is sought.

Completing and submitting this form provides consent without obligation for Chamberlain University to call, text, and/or email you about your education by our automated means or prerecorded messages at the number and/or email address you provide.

Session Start Date _____, _____
Month Day Year

Name in full — **PLEASE PRINT**

Address City, State, Zip

Email address Telephone number

Applicant (Buyer) Signature Date

Are you currently incarcerated? ☐ Yes ☐ No (if Yes)

1. Are you incarcerated in a Federal or State penal institution? ☐ Yes ☐ No

2. Are you incarcerated in a juvenile justice facility? ☐ Yes ☐ No

BUYER'S RIGHT TO CANCEL

YOU THE BUYER, MAY CANCEL THIS AGREEMENT AT ANY TIME PRIOR TO MIDNIGHT OF THE TENTH BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION FOR A RETURN OF ALL MONIES PAID. CANCELLATION REQUESTS ARE ACCEPTED:

By Mail to:
Chamberlain University
1200 East Diehl Road
Naperville, IL 60563
Attn: Customer Service

By Fax to:
630.574.1968

By Email to:
noticeofcancellation@chamberlain.edu

This Agreement accepted by Chamberlain University LLC.

Date Chamberlain Advisor Signature (Admissions Representative in FL, MA, MN, NE, OR)





WISCONSIN BUYERS RIGHTS ADDENDUM

A signed and dated copy of this addendum must be attached to the academic catalog and enrollment agreement of every Wisconsin resident enrolling at Chamberlain University.

WISCONSIN REFUND POLICY AND PROCEDURE

A full refund of all money paid by the student shall be issued if:

- (1) The student cancels enrollment within 5 business days.
- (2) The student accepted was unqualified.
- (3) The student's enrollment was procured as the result of any false representations in the written materials or in oral representations made by or on behalf of the school.

A student who withdraws or is dismissed after the period of time that has passed, but before completing 60% of the potential units of instruction in the current enrollment period, shall be entitled to a pro rata refund, as calculated below, less any amounts owed by the student for the current enrollment period, less a one-time application fee not to exceed \$100.

- (1) Pro rata refund shall be determined as the number of units remaining after the last unit completed by the student, divided by the total number of units in the enrollment period, rounded downward to the nearest ten percent. Pro rata refund is the resulting percent applied to the total tuition and other required costs paid by the student for the current enrollment period.
- (2) All efforts will be made to refund prepaid amounts for books, supplies and other charges unless the student has consumed or used those items and they can no longer be used or sold to new students, or returned by the school to the supplier.
- (3) Refunds shall be paid within 40 days after the effective date of termination.
- (4) After the student's first period of enrollment, if a student withdraws or is dismissed in a subsequent enrollment period, the school may also retain an administrative fee of 15% of the total cost of a resident program, or \$400, whichever is less.
- (5) No refund is required for any student who withdraws or is dismissed after completing 60% of the potential units of instruction in the current enrollment period unless a student withdraws due to mitigating circumstances, which are those that directly prohibit pursuit.

GRIEVANCE PROCEDURE

Chamberlain University students should contact the director of student services with any complaints. If a complaint is unresolved at the institutional level, the student may contact the Wisconsin Educational Approval Board at:

Educational Approval Board

30 W. Mifflin St., 9th Floor
P.O. Box 8696
Madison, WI 53708-8696
Phone: 608.266.1996
Fax: 608.264.8477
Email: EABmail@eab.state.wi.us

Regardless of any other stipulations contained in the Enrollment Agreement, students always have the right to file a complaint with the Wisconsin Educational Approval Board.

My signature below certifies that I have read and understand the information contained in this addendum and I have received a completely filled-in and exact copy.

Student Name (Please print)

Student Signature

Date

Chamberlain Advisor Name (Please print)

Chamberlain Advisor Signature

Date