**Student Enrollment Agreement**

1. ***General Info***

*Main Office:* ***Alpina Truck Driving Academy & Intermodal Training 7760 S. 6th Street Oak Creek, Wisconsin 53154***

*Mailing Address:* ***Alpina Truck Driving Academy & Intermodal Training 2929 1St St. Suite #2 Racine, Wisconsin 53403***

***Telephone: 1 (262) 902-6860 - Web:*** [***www.badgercdl.com***](http://www.badgercdl.com) ***- Email: Cdltesting@outlook.com***

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (first name, middle initial, last name)

Program Name: Alpina CDL Training Program

Program Description: Program is described in our attached School Catalog, Volume 1, 2018 Class Schedule. Reference to XIV. Program Curriculum, pages 17,18 and 19.

1. ***Program Length***

Our program is measured by the number of hours a student attends the course and the final weekly exams grading system described in our catalog. Our program is a 160-hour program from start to finish.

Program start date for this student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (month/day/year)

Program end date for this student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (month/day/year)

1. ***Total Cost***

Total cost of our program is $4,250.00. The cost covers everything the student needs to start and complete the program when it comes to program fee, registration costs, books, materials, supplies, plus any other charges the school requires the student to pay because of enrollment.

Our school does allow payment of tuition and fees in installments. Tuition and Installment payment arrangements are described in our attached School Catalog, Volume 1, 2018 Class Schedule. Reference to XII. Tuition and Fees, pages 14 and 15.

1. ***Employment Services***

Alpina TDA does not offer any employment services currently. We do not guarantee employment for the students that attend our courses. Student referrals to prospective employers are not based on direct contact with the employer regarding current job openings.

PAGE 1 OF 3

***XIII.*** ***Cancellation and Refunds***

**Refund Policy.**

The student will receive a full refund of all money paid if the student:

1. Cancels within the three-business-day cancellation period under EAB 6.03;

2. Accepted was unqualified and the school did not secure a disclaimer under EAB 9.04;

3. Enrollment was procured as the result of any misrepresentation in the written materials used by the school or in oral representations made by or on behalf of the school.

Refunds will be made within 10 business days of cancellation.

A student who withdraws or is dismissed after attending at least one class, but before completing 60% of the instruction in the current enrollment period, is entitled to a pro rata refund as follows:

AT LEAST BUT LESS THEN REFUND OF TUITION

1 unit/class 10% 90%

10% 20% 80%

20% 30% 70%

30% 40% 60%

40% 50% 50%

50% 60% 40%

60% no no refund

As part of this policy, the school may retain a one-time application fee of no more than $100. The   
school will make every effort to refund prepaid amounts for books, supplies and other charges. A student will receive the refund within 40·days of termination date. If a student withdraws after completing 60% of the instruction, and withdrawal is due to mitigating circumstances beyond the student’s control, the school may refund a pro rata amount.

If a student decides to withdraw from our program, students should write a written letter of withdraw and hand in a copy to their instructor or chief administrator on site as soon as they can. Any other mode of withdrawal will also be recognized. Students will be administratively withdrawn after missing five days of consecutive class sessions. Students that stop attending a program altogether without notifying our school, will be administratively withdrawn on the fifth consecutive day they are not marked for attendance. These students will receive a refund based on their last day of attendance. ***A written notice of withdrawal is not required.***

PAGE 2 OF 3

The refund policy our school follows is the Wis. Adm. EAB 8.05 (partial refund) policy.

***Note: Students will receive their refund within 40 days of their termination date.***

This is a statement that the student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and Alpina TDA agree to the Cancellation and Refund Policy that is stated above.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

School Administrator or Staff Member Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

The student has read, understood and agreed to all the terms that are listed on the Alpina TDA Student Enrollment Agreement.

THIS CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE SCHOOL AND THE CUSTOMEROR STUDENT AND NO VERBAL STATEMENT OR PROMISES WILL BE RECOGNIZED.

AGREEMENT #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (e.g. 00016)

Students Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (print) Students Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Students Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

PAGE 3 OF 3