



Midwest Maternal Child Institute 422 W. Madison St., Waterloo WI 53594  
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## Midwest Maternal Child Institute Enrollment Agreement

*(Please print)*

Name of student \_\_\_\_\_

Current address \_\_\_\_\_

Primary Phone \_\_\_\_\_ Second Phone \_\_\_\_\_

Email \_\_\_\_\_

Emergency contact: Name, relationship, phone number(s), email address

\_\_\_\_\_

\_\_\_\_\_

MMCI Catalog: year, volume *(on catalog cover page)* \_\_\_\_\_

### MMCI Certified Professional Midwifery Program

As a student in the MMCI Certified Professional Midwifery, my signature on this Enrollment Agreement, means that I am agreeing to all of its content and to the content and policies in the current MMCI catalog. I am also making a contract with myself to act in accordance, as both a student and future birth worker, with integrity and purpose in the classroom and when providing care to people and their communities.

\_\_\_\_\_ **Student must initial**

MMCI's Certified Professional Midwifery consists of learning modules taught by experienced educators and providers who specialize in the module's content. Each month, for 36 months, these modules are taught at a weekend intensive that offers an immersion experience into the fundamental theories, science, ethical considerations, and wisdom students need to practice professionally. Also, study sessions will be scheduled weekly and tutoring sessions will be required on an as needed basis determined by MMCI's Academic Director.

MMCI does not offer employment assistance; employment is not guaranteed upon graduation.

\_\_\_\_\_ **Student must initial**

# Midwest Maternal Child Institute Enrollment Agreement

## Tuition, Fees and Expenses: CPM Associate Degree Program

### Fees paid directly to MMCI:

- Program tuition\* **\$12,600**  
*(students may make 3 annual payments of \$4,200 or 12 quarterly payments of \$1,050)*
- Accreditation sustaining fee **\$ 360** (paid in years 2 & 3)  
*(students may make 2 annual payments of \$180 or 12 quarterly payments of \$15, which will be invoiced with tuition fees)*
- Teaching assistant support fee **\$ 828**  
*(students may make 3 annual payments of \$276 or 12 quarterly payments of \$69, which will be invoiced with tuition fees)*
- Student clinical insurance\*\* **\$ 1,920** (covers 3 years only)  
*(students may make 3 annual payments of \$640 or 12 quarterly payments of \$160, which will be invoiced with tuition fees)*

\*NOTE: If a student is awarded a tuition scholarship, the tuition owed will be adjusted accordingly.

\*\*NOTE: Students who have not completed clinical hours by the end of Year 3 will be invoiced \$640/year for insurance until clinicals have been completed.

\*\*NOTE: Student clinical insurance does not cover any legal or medical costs related to attending unassisted births.

Students are responsible for:

- Textbooks, other readings: \$ 600 (\$800-\$1,000+ if student wishes to build a library)
- Miscellaneous supplies: \$ 200 (this is an estimate)

**Total: \$16,508**

### Additional expenses

Students are responsible for all costs associated with room and board while attending the CPM Program. Additionally, students are responsible for costs associated with travel to class and clinical sites, including any international sites.

### Payment and Terms

Students are expected to pay tuition fees on a quarterly or an annual basis over the course of the program. The initial quarterly or annual tuition payment is due upon acceptance to the CPM Program. All fees may be paid through PayPal or with a money order or personal check. If submitting a PayPal payment, students must forward a copy of each PayPal payment confirmation via email to [MidwestMaternalChild@gmail.com](mailto:MidwestMaternalChild@gmail.com). This is required to ensure correct application of tuition payments to the correct student.

### Good financial standing

A student is considered to be in good financial standing if all fees are paid on time. If a student is not in good financial standing, that student may be granted a short grace period in which to submit payment before the next monthly class. Failing to do so will result in the student being unable to continue to attend classes.

### Cancellation and Refund Policies

The enrollment agreement is a legally binding contract unless the student cancels within the allowed timeframe. The student has the right to cancel the enrollment agreement until midnight of the third business day after the student receives written final notice of acceptance from MMCI (this does not apply if the program fee is less than \$150 and offered for less than six class days). The student receives a copy of a notice of cancellation privilege at the time of acceptance. Students who utilize the cancellation privilege will receive a full refund within 10 business days.

## Refunds

The student will receive a full refund of all money paid if the student cancels within a three-business-day cancellation period. 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:

<i>after completion of at least</i>	<i>but prior to completion of</i>	<i>the refund will be:</i>
-----	the first day of class	100%
-----	10% of the didactic program	90%
10%	20% of the didactic program	80%
20%	30% of the didactic program	70%
30%	40% of the didactic program	60%
40%	50% of the didactic program	50%
50%	60% of the didactic program	40%
60%	-----	no refund

## Midwest Maternal Child Institute Enrollment Agreement

MMCI follows the State of Wisconsin's Educational Approval Board (EAB) policies:

- Wis. Adm. Code § EAB 8.04 (no refund—fixed class schedule for program shorter than six class days and costing less than \$150).
- Wis. Adm. Code § EAB 8.05 (partial refund); three-business-day cancellation period; Prior to the start of classes; First week or 10% of program. After first week or 10%, but prior to full charge. The school follows appropriate provisions regarding constructive notice of withdrawal.
- Wis. Adm. Code § EAB 8.07(3). The school will make refunds due to withdrawal or dismissal within 40 calendar days after school dismisses student or receives notification of withdrawal.

Students who are dismissed from the program for poor performance or failing to follow school policies will not be responsible for any further payments. They will not be refunded for any coursework completed. Students who have paid in installments will be refunded for coursework as stated above under Wisconsin's Educational Approval Board policies refunded in increments of 10%.

## Course Requirements for Obtaining an Associate Degree

I understand that the following Course Requirements must be completed:

- Total credit hours: 61 credits
- Clinical requirements: 450 hours (minimum)
  - and 60 births
    - 20 observed,
    - 20 assisting
    - 20 primary, including 10 out of hospital births and 3 continuity patients

An Associate Degree in Midwifery is awarded:

1. When all prerequisites are met.
2. When all course requirements are completed.
3. When all clinical requirements are completed.
4. When student completes coursework with 80% passing grade on tests and other course work.

**Time limit for obtaining degree**

The time limit for obtaining the CPM Program Associate Degree is five years. I understand that the five-year limit for completion of my degree includes any time taken on inactive status.

*“A contract isn’t about saying what you meant. It is about meaning what you say.” -Oliver Wendell Holmes*

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**I have read this Enrollment Agreement and the current MMCI Catalog in its entirety and agree to all its provisions:**

**Student’s signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**MMCI official’s signature** \_\_\_\_\_ **Date:** \_\_\_\_\_