|  |  |
| --- | --- |
|  | Transitional Doctor of Acupuncture & Chinese Medicine (DACM)  Fall 2023 Term Start: September 5, 2023 |
| Pacific College of Health and Science – San Diego |
| Main 1: 7445 Mission Valley Road – Suite 105, San Diego, CA 92108  Main 2: 7425 Mission Valley Road, Suites 207-209 San Diego, CA 92108  Annex 1: 7540 Metropolitan Avenue, Suites 110-112, San Diego, CA 92108 |
| All instruction will be provided online. |

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SSN \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Apt #\_\_\_\_\_\_\_\_\_\_ City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State \_\_\_\_ Zip \_\_\_\_\_\_\_\_\_ Home Phone ( )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work ( )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please initial each item below:

\_\_\_ 1. Any questions a student may have regarding this enrollment agreement that have not been satisfactorily answered by the institution may be directed to the **Bureau for Private Postsecondary Education** at **1747 North Market Blvd., Suite 225 Sacramento, CA 95834; www.bppe.ca.gov; toll free; (888)-370-7589 or by fax: (916) 263-1897. A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 1-888-370-7589 toll-free or by completing a complaint form, which can be obtained at:** [**www.bppe.ca.gov**](http://www.bppe.ca.gov)**.**

**Students who are attending an online program at Pacific College of Health and Science while residing in the state of Wisconsin,** direct questions to Department of Safety and Professional Services – Educational Approval Program, P.O. Box 8366, 4822 Madison Yards Way, Madison, WI 53705; www.dsps.wi.gov; dspseap@wisconsin.gov; (608) 266-1996.

\_\_\_ 2. This agreement, and any accompanying or subsequent TRI-SEMESTER REGISTRATION FORMS, are legally binding instruments when signed by the student and accepted by the school. **Your signature on this agreement acknowledges that you have had reasonable time to read and understand it** and have been (a) directed to access and read the catalog and the current catalog addendum from the college website ([www.PacificCollege.edu](http://www.PacificCollege.edu)🡪 Current Students 🡪 Academics 🡪 Catalog), or have requested a printed copy to read from your admissions representative, (b) given and have read the 2023-24 college catalog section describing this program (c) given a School Performance Fact Sheet ([www.PacificCollege.edu](http://www.PacificCollege.edu) 🡪 Consumer Information), and (d) given information on where to find other important disclosure information on the college website which you are encouraged 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, and salaries or wages, prior to signing this agreement. **Immediately upon submitting this agreement, you will be given a copy of it to retain.** An admissions representative will explain any and all information relating to enrollment and disclosure statements and conditions to any student requesting this help, including those for whom English is a second language.

\_\_\_ 3. I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, and salary or wage information included in the School Performance Fact sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet. I also have been given information on where to find other important disclosure information on the college website.

\_\_\_ 4. This agreement is for the Transitional Doctor of Acupuncture and Chinese Medicine (DACM) degree program. A total of 22 semester credits/360 classroom hours are required to complete the course. Additional co-requisite or pre-requisite course work may be required, depending upon the curriculum completed prior to entry. Pre-requisite and co-requisite coursework must be completed before the degree can be issued. This program consists of academic and clinical training. I understand that unless prohibited by a regulatory or accreditation agency, my diploma will describe my degree as Doctor of Acupuncture and Chinese Medicine. I understand that my transcript will indicate that my program is the Transitional Doctor of Acupuncture and Chinese Medicine.

\_\_\_ 5. I understand that if I withdraw from school, the school will refund unused money collected for sending to a third party, if applicable.

\_\_\_ 6. The length of time this agreement is in effect is for the duration of the program and dependent on the pace and units taken per term as indicated below. The college is on a semester system, and in session three semesters (terms) per calendar year. The Transitional DACM is completed over a minimum of two terms (22 credits), and the expected graduation date is 5/31/23, unless the student chooses to complete the program on a part time basis. Students may attend part-time but may be subject to annual tuition increases.

\_\_\_ 7. I understand that I must complete the specific curriculum and graduation requirements detailed in the official catalog and/or any addenda at the time of my initial enrollment. Otherwise I may be required to complete my original curriculum plus any upgraded, revised or additional requirements set forth by the institution in subsequent catalogs or catalog attachments, including additional hours and courses that have been added to the curriculum. I realize that additional subjects or hours may be required by regulatory agencies or by the college if deemed necessary at any time with their own effective dates.

\_\_ 8. TIMES OF ATTENDANCE**.** Depending on the number of courses I choose to take, and for which there is availability, I understand that classes may be offered seven days a week, typically between the hours of 6:00 a.m. - 9:30 p.m. Pacific time zone. Schedules vary from term to term.

\_\_ 9. I have read and understand the transfer credit policy of the school; I have submitted the official transcripts for all schools and

colleges I have attended that are relevant to this degree or its requirements. I understand that after enrollment, only specially

approved courses will be accepted from other institutions as transfer credit, subject to written permission from the registrar,

academic dean, student advisor, or campus director and that authorized challenge exams must be completed before the degree

can be issued.

\_\_ 10. **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION**

The transferability of credits you earn at Pacific College of Health and Science is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree or certificate you earn in any Pacific College of Health and Science program is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree or certificate that you earn at this institution are 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 after attending Pacific College of Health and Science to determine if your credits or degree or certificate will transfer.

\_\_ 11. I have reviewed the curriculum required for the Transitional DACM with an administrator and agree to take the courses indicated by the academic dean, student advisor, registrar, campus director or outlined in the model curriculum in order to graduate from the Transitional DACM. I understand that all courses are offered subject to sufficient enrollment.

\_\_ 12. I understand that I must earn a passing grade (“Pass” or a “C”) in each course and in all clinical activity listed in the catalog in order to graduate.

\_\_ 13. I understand that enrollment in this institution or the payment of a fee in advance does not constitute a contract beyond any single academic term. I agree to pay all past due tuition and relevant fees in full prior to the start of each term. No certificate of completion, degree, diploma, or transcript will be issued until my financial obligations to the college have been met.

\_\_ 14. I understand that I may not treat any person with acupuncture, cupping, or moxibustion unless I am a licensed acupuncturist. I understand that violation of this rule can result in termination from the program.

\_\_ 15. **GROUNDS FOR CANCELLATION/TERMINATION BY THE COLLEGE.** Student enrollment may be terminated should a student become disqualified or the college invokes a disciplinary action for any reason. The reasons for disqualification and disciplinary actions are listed in the catalog.

\_\_ 16. I understand that this agreement is eight pages in length.

\_\_ 17. **PAYMENT METHODS AND TERMS.** Tuition and fees may be paid by check, money order, or credit card in full or by using a monthly payment plan. The payment plan fee is $25 per term. The initial payment is due on the Wednesday of the third week of the semester, and subsequent payments are due on the 10th day of each month thereafter (or the first business day thereafter if the 10th falls on the weekend.) There are four payment dates per term. Financial aid is available for the Transitional DACM program. Due to added expense to the college, financial aid students may not pay tuition by credit card in advance of arrival of their financial aid intended for payment of tuition.

\_\_ 18. I understand that grant and loan monies I obtain for my education may not cover my entire balance and that I will be responsible for any residual balance.

\_\_ 19. **STUDENT’S RIGHT TO CANCEL, WITHDRAWALS, REFUNDS (CANCELLATION & REFUND POLICY AND PROCEDURE)**

**INFORMING THE ADMINISTRATION OF CANCELLATION OR WITHDRAWAL**

* Cancellation or withdrawal from Pacific College will occur when the student or applicant gives notice with reason for cancellation or withdrawal to the Registrar's office or when the college has reasonably determined that the student is no longer attending classes, including classes the student is auditing. (DOD – Date of Determination).

**Withdrawal – Refund Policy:**

* Canceling the enrolment agreement **or** withdraw from Program and obtain a refund:

1. A “Petition to Withdraw from Program” may be obtained from the Registrar, Dean, or Student Advisor for this purpose or in an area where student forms are kept for student use. All forms are available on the student HUB.
2. The Petition to Withdraw from Program form must be submitted to Registrar

* This segment applies to students who are attending an online program at Pacific College of Health and Science while residing in the state of Wisconsin. The enrollment agreement is a legally binding document upon acceptance of the student by the school unless the student cancels the enrollment agreement. The student has the right to cancel the enrollment agreement and obtain a refund of charges paid, within three business days of signing the enrollment agreement. The student must complete the Notice of Cancellation form and submit to admissions. The full refund will be provided within 10 business days.
* The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the eighth day after enrollment (September 13, 2023), whichever is later. A full refund of tuition will be made if the student cancels or the date of determination (DOD) is within the first eight days of the term either to the federal student financial aid program funds or to the non-financial aid student. The refund will be issued within 45 days after the date of cancellation or 45 days after the last date of attendance (LDA). Certain fees in addition to the application and administrative Fee may be nonrefundable. (See “Fees and Charges”)

For example, only: A student who pays $2000 in tuition and $80 in fees (non-refundable resident application and term administrative fee), $2080 total, in advance for the term, and then cancels before the close of business on the eighth day of the term receives $2000 as a refund. (Payable to the federal student financial aid program funds, if a financial aid student.)

* If the student has received federal financial aid funds, they are entitled to a refund of refundable monies not paid from federal student financial aid program funds.

**After the eighth day of enrollment:**

1. If the college is notified that a student drops all courses after the eighth day of enrollment, a refund will be made for the unused portion of tuition paid, based upon the last date of attendance (LDA) in the last class attended for all courses not dropped at the time of withdrawal including classes the student is auditing. This policy parallels return to Title IV funds policy.

* A petition to withdraw from the program is necessary for a student to officially withdraw. These forms may be obtained from the registrar, dean, student advisor or from the area where student forms are publicly distributed. All forms are available on the student HUB.
* **Official Withdrawal: Informing the Administration of Cancellation or Withdrawal:** Students residing in the District of Columbia or state of Wisconsin who are exercising their right to cancel the enrollment agreement are required by DC or Wisconsin law to do so within the three (3) day cancellation period. In both situations, refunds will be made within 40 days of the last date of attendance (LDA).

1. If no petition to withdraw is submitted and the registrar determines that a student has stopped attending classes, the registrar will determine the student’s last date of attendance (LDA) for purpose of determining a refund by reviewing course attendance records, including classes the student is auditing.
2. In both situations, refunds will be made within 45 days of the last date of attendance (LDA).

* Students will be coded as an unofficial withdrawal and they will receive a Withdrawal (W) in any course not completed by the last date of attendance.
* Withdrawals after 60% of the class hours have been completed result in no refund and a WF (Withdraw/Failure) grade.

1. Financial aid student: Credit balances greater than the amount indicated by the return to Title IV (R2T4) calculation may result from classes dropped earlier in the term that were subject to the college refund policy or other refunds given in light of extenuating circumstances. These credit balances, in addition to the R2T4 calculated amount, are returned to the financial aid loan program.

**Dropped Class Refund Policy, Enrolled Student:**

1. To drop or add a class or classes while still enrolled, the student must complete a drop/add form. Students may not fall below 6 units to keep FA funds that have been disbursed.
2. The class will be dropped and the refund calculated based on the date the form is received by the administration, including audited classes. Withdrawal after 60% of the class hours have been completed results in no refund and a WF (Withdraw/Failure) grade.
3. USE Drop/Add forms: The refund amount for a class a student stops attending without notifying the administration by using a drop/add form is calculated based on the date of determination (DOD), the date which the college has determined that the student was no longer attending the class, including audited classes. The administration will automatically drop the student from a course if the student exceeds the maximum number of hours permitted as follows:

* 45-academic hour course (42 class hours) – a maximum of 10.5 hours of the course or no more than 3 full class sessions may be missed in most cases, based on number of hours each class session is scheduled.
* 37.5-academic hour course (35 class hours) - a maximum of 8.75 hours of the course or no more than 2-3 full class sessions may be missed in most cases, based on number of hours each class session is scheduled.
* 30-academic hour course (28 class hours) - a maximum of 7 hours of the course or no more than 2-3 full class sessions may be missed in most cases, based on number of hours each class session is scheduled.
* 22.5-academic hour course (21 class hours) - a maximum of 5.25 hours of the course or no more than 1-2 full class sessions may be missed in most cases, based on number of hours each class session is scheduled.
* \*15-academic hour course (14 class hours) - a maximum of 3.5 hours of the course or no more than 1 full class session may be missed in most cases, based on number of hours each class session is scheduled.

**Refund Calculation:**

Refund amounts and amounts due are calculated based on the length of the completed portion of the class relative to its total length in hours. Certain fees in addition to the Application and Administrative Fee may be nonrefundable. (See “Fees and Charges”)

*For example only*: [Drop/Add Form submitted prior to the next class meeting or week]

A student pays $600 in tuition for 3 units/45 class hours of instruction, and then withdraws after attending only 15 class hours; this leaves 30 hours of non-attended coursework. A tuition refund of $400 ($600 x 30/45 ~ $400) will be made.

*For example only: [*Drop/Add Form submitted a week after the student stopped attending class (1), or on the day the Attendance Monitor determines the student has missed the 3rd consecutive class (45 hour class)(2)]

1.     A student pays $600 in tuition for 3 units/45 class hours of instruction, attends 5 weeks, but hands in a drop form after the next class meeting or week (if class meets 3 hours/week); this leaves 27 hours of non-attended coursework. A tuition refund of $360 ($600 x 27/45) will be made.

2.     A student pays $600 in tuition for 3 units/45 classroom hours of instruction, attends 15 classroom hours, but does not hand in a drop form and the Attendance Monitor notices 3 consecutive absences (45 hour class) (Class meets 3 hours/week); this leaves 21 hours of non-attended coursework. A tuition refund of $300 ($600 x 21/42) will be made.

**Refund Attribution:**

In the case where all or part of the refund is returned to federal programs, it is returned in the following order:

1. Unsubsidized Federal Stafford Loans; (2) Subsidized Federal Stafford Loans; (3) Federal Pell Grant Program; and (4) Federal Supplemental Educational Opportunity Grant. These must be refunded prior to any refund to students.

Financial aid students are entitled to a refund of refundable moneys not paid from the federal financial aid program.

**NOTICE**: You may assert against the holder of the promissory note you signed in order to finance the cost of the educational program all of the claims and defenses that you could assert against this institution, up to the amount you have already paid under the promissory note.

\_\_ 20. **BOOKS AND SUPPLIES REFUND POLICY**

If a student or applicant cancels enrollment within the cancellation period (the first eight days of a term), to be eligible for a refund for books or supplies, supplies must be returned unmarked and unused in the original containers accompanied by the original sales receipt within ten days of the cancellation notice to the school. Books and supplies in perfect condition purchased at the college bookstore may be returned for credit after the cancellation period.

\_\_ 21. For students taking distance educational courses where the instruction is not offered in real time, (1) the college shall transmit all lessons and materials to the student if the student has fully paid for the course and, after having received the first lesson and initial materials, requests in writing that all of the material be sent, and (2) if the college transmits the balance of the material as the student requests, the college shall remain obligated to provide the other educational services it agreed to provide, but shall not be obligated to pay any refund after all of the lessons and material are transmitted.

\_\_ 22. I understand that I may not solicit or conduct any business on the college premises or within an online class session without the approval of the institution.

\_\_ 23. **DISCLAIMER OF EMPLOYMENT/LICENSURE GUARANTEE.** Known vacancies in fields related to studies at the college may be posted in the college or online, however the college makes no guarantee of employment or referral. Completion of a Pacific College program does not guarantee admission to, eligibility for, or passage of any licensing exam required by any state or national licensing or testing board. I am aware that agencies or employers may perform background checks as part of my eligibility to become licensed or employed and that the date of my graduation may delay my ability to immediately sit for required exams.

Career and Alumni Services:The college offers the following services to support graduates in obtaining employment and/or establishing a private practice:

* + Business courses as part of the curriculum
  + Job placement assistance
  + Assistance developing a private practice and other career matters
  + Alumni newsletter
  + Patient referrals to Pacific College graduates
  + “Practice Success” webinars and classes
  + Outreach, public speaking, networking and promotional opportunities
  + Pamphlets and PowerPoint presentations to use in career building
  + Alumni Google group for sharing case studies, practice building queries and more
  + Continuing education online and onsite
  + Press releases and public relations campaigns to bring awareness to the field of integrative medicine
  + Develop and maintain relationships with employers, governing bodies, professional organizations and community agencies for the benefit of alumni
  + An alumni network of thousands in over 37 states and a dozen foreign countries

Though the college supports graduates in the variety of ways listed above, it makes no guarantee of employment or referral. Student referrals to prospective employers are not based on direct contact with the employer regarding current job openings. Placement services provided by the college is offered as an assistance in working out the student’s placement but is not offered as an assumption of the responsibility for finding the student a job.

\_\_ 24. **Student Tuition Recovery Fund Disclosures.**

The State of California established the Student Tuition

Recovery Fund (STRF) relieves or mitigates economic loss suffered by a student in an educational program at a

qualifying institution.

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all of part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

\_\_ 25. I have read and understand the current Pacific catalog, and understand that the catalog does not constitute a contract between the student and the institution. Pacific reserves the right to alter the curriculum, schedules, tuition, fees, and requirements at any time without prior notice. The current catalog, and its addenda, if applicable, supersedes and replaces past issues.

\_\_ 26. Local State Requirements. All state requirements vary and students should review the state requirements in the state they planto practice in.

\_\_ 27. I understand that I may be recorded, photographed, taped, or filmed if attending a Pacific College campus or off-site event. By signing this form, I agree that Pacific College has full right to copyright, use and publish the same in print and/or electronically, with full right of lawful disposition in any manner. I waive any right to notice, inspection, or approval of any use of the photographs/audio/video.

\_\_ 28. I am responsible for familiarizing myself and complying with the rules of conduct plus academic regulations as outlined within the college catalog. I will exhibit honesty, trust, fairness, respect, and responsibility in all my activities while at Pacific College and support Pacific’s educational philosophy and mission statement. Therefore, I will not engage in any form of cheating, plagiarism, or forgery in coursework or on college documents. I also will not download and use stolen digital copies of textbooks. I understand that should I violate the aforementioned rules, regulations and established practices, I may be subject to disciplinary action including suspension and/or dismissal from the program.

\_\_ 29. **MEDIATION AND BINDING ARBITRATION**: I understand that the college is interested in my questions and concerns I will take them to the best-qualified administrator(s) to act upon them, identified as such by knowledgeable customer service staff members. However, if a dispute of any nature should arise or develop out of my enrollment and/or attendance at Pacific College (including without limitation, issues such as unpaid tuition, student behavior, satisfactory academic progress, test scores, quality of education, or accuracy of Pacific College’s advertisements and materials), no matter what issues are involved in the dispute and how either I or Pacific College might describe, state or plead the dispute, I and Pacific College agree that, if we cannot resolve the dispute through our own negotiations, we shall first make a good faith effort to resolve the dispute by participating in a mediation process with a neutral mediator. **We further agree that, if any dispute we have is not resolved through mediation within ten (10) days after our initial meeting with the mediator, either of us may elect to resolve the dispute pursuant to binding arbitration under the Federal Arbitration Act.** The following terms will apply to any such mediation and/or arbitration:

* + The mediator shall be selected from a list of approved mediators maintained by a court or bar association and situated in the same community as the campus of Pacific College which I am attending (**Local Community**). The mediation will only involve the dispute between Pacific College and me, and not the disputes or concerns of any other students (current or former). Pacific College shall pay all of the mediator's fees.
  + If arbitration occurs, it shall be conducted at a convenient location within the Local Community, pursuant to the Commercial Arbitration Rules of the American Arbitration Association (**AAA**) by a single arbitrator selected from an AAA list in accordance with AAA selection rules.
  + I may only present a claim in arbitration for my own dispute with Pacific College, and may not present any claims of other students at Pacific College (current or former) or attempt to act as a representative of a group or class of other students (current or former) of Pacific College in the arbitration.
  + I agree that I may not, and will not, file any lawsuit against Pacific College concerning my claims or the claims of any other student or group or class of students of Pacific College (current or former), and that I will not join as a party in any lawsuit of any kind, including without limitation, a class action, brought against Pacific College by one or more other students (current or former).
  + I will be responsible for paying the portion of AAA arbitration fees, arbitrator's fees and facility fees (**Arbitration Costs**) equal to the current amount of a filing fee for initiation of a civil lawsuit in a court situated within the Local Community (**Civil Filing Fee**), and all amounts of Arbitration Costs in excess of the Civil Filing Fee shall be paid by Pacific College.
  + If either I or Pacific College decides to hire a lawyer to provide assistance in either the mediation or arbitration, then the party hiring the lawyer will be responsible for paying the lawyer's fees and costs.
  + All determinations as to the scope and enforceability of this arbitration agreement shall be made by the arbitrator and not by a court.
  + The arbitrator's award shall be final and binding on both parties, and may be filed for enforcement by either me or Pacific College in any court having jurisdiction.
  + We both acknowledge that we are: (i) voluntarily and irrevocably electing binding arbitration as the remedy for any unresolved dispute we may have; and (ii) waiving any rights we may have to bring a lawsuit in any state or federal court of competent jurisdiction and to have our dispute heard and decided by either a judge or jury.

\_\_ 30. I understand that evaluation of my clinical and didactic classes is my responsibility as a student of higher education. Student input is valued to improve the course content and assess teaching and learning at the college.  Evaluations are submitted anonymously, and no identifying student information is available to instructors.

\_\_ 31. I will earnestly participate in all self-study surveys distributed by the college required for accreditation or re-accreditation.

\_\_ 32. I have read the technology requirements found in the catalog and know that I am responsible for meeting those requirements in order to be successful in coursework requirements.

\_\_ 33. I will complete the Technology Training in order to become acclimated with the online environment.

\_\_ 34. I agree to abide by the Pacific in-class use of electronic devices:

Acceptable in-class uses of laptops and other web-enabled devices include:

* Taking notes
* Following along with the instructor on PowerPoint
* Working on assigned in-class activities, projects, and discussions for the class you are in at the time of use.

Unacceptable in-class uses of laptops and other web-enabled devices:

* Instant messaging
* E-mailing
* Surfing the Internet
* Playing games
* Writing papers

\_\_ 35. **ELEARNING**

As a student of Pacific,

* I understand I may be required to take online courses.
* I will be required to have a computer with working video cam and microphone.
* I may be required to keep the camera on while in class to verify active participation.
* I will be responsible for ensuring I have adequate internet bandwidth for videoconferencing in their classes.  (Please see the college’s recommended minimum technology requirements for further details)
* The College’s eLearning courses are offered on the same trimester schedule as the regular campus courses. eLearning students submit all assignments (including lessons, projects, and dissertations) via the college’s electronic learning management system.

\_\_ 36. I understand that equipment (textbooks & supplies) is purchased separately, and that equipment is not included in this enrollment agreement or on a term registration form and that I am not required to purchase equipment from the school. I realize that equipment figures are estimated for the entire program based on current rates, and that the amount will be less if I utilize library books or used books and/or supplies, or that the amount will be more if I purchase additional equipment at my option or for elective classes.

\_\_ 37. **LOANS:**

•I understand that if I obtain a loan to pay for my program, I will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

•I understand that if I am eligible for a loan guaranteed by the federal or state government and I default on the loan, both of the following may occur:

* 1. The federal or state government or a loan guarantee agency may take action against me, including applying any

income tax refund to which I am entitled to reduce the balance owed on the loan.

* 1. 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.

\_\_ 38. **FEES AND CHARGES:**

I understand that the **tuition period** covered by this agreement is two terms. A student will graduate in two terms if s/he follows the two-term model curriculum and in more terms if s/he does not follow this model. Each term is 15 weeks in length. The total length of the program if the two-term model curriculum is followed is 30 weeks or approximately 8 months. It will be longer if the student attends part time or does not follow the two-term model or needs to complete additional pre-requisite or co-requisite coursework.

I also understand that the current total cost of the 8 month T-DACM degree program is: Tuition: $10,450 ; Fees: $180\*, plus an estimated cost for supplies & texts: $250 EST. Total $10,888.

Estimated fees: term administrative fees for 2 term = $80 ($40/term – nonrefundable); application fee = $100 (nonrefundable)

\_\_ 39. I understand that tuition figures above ($10,450 total tuition) are for the entire program at tuition rates effective since September 1, 2023: $475 per unit, and that the tuition amount will be less if I receive a PCHS faculty or administrative employee discount, and that the tuition amount will be more if I must take additional classes to fulfill curriculum deficiencies, retake classes, or if I take elective classes, including any fees associated with those classes. I understand that **“Standard**” fee figures (above) are for the entire program at current 8 month program fee rates and that the fee amount will be more if I take longer than 8 months to complete the course (at a rate of $135 administrative fee, if I must retake a special examination, if I take challenge examinations, or if I incur finance charges or late fees**—“Non-standard” fees**.) I realize that annual increases in tuition are likely to occur if I take longer than one term to complete the program, resulting in higher overall cost than listed above.

*\*Fee summary included on the final page.*

Student Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Date **September 5, 2023**

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

**FEES SUMMARY**

***\*\*Please refer to San Diego Campus Tuition and Fees (effective 09/01/2023) for the full breakdown.***

(1) Tuition = $10,450.00

(2) Registration/Application fee (non-refundable) = $100.00

(3) Equipment = N/A

(4) Lab supplies or kits = N/A

(5) Textbooks, or other learning media = $250.00 (approx.)

(6) Uniforms or other special protective clothing = N/A

(7) In-resident housing = N/A

(8) Tutoring = N/A

(9) Assessment fees for transfer of credits = N/A

(10) Fees to transfer credits = N/A

(11) Student Tuition Recovery Fund fee (non-refundable) = N/A

(12) Term administrative fee = $80.00 ($40/term, non-refundable, 2 terms)

ESTIMATED TOTAL CHARGES: $10,880

**I hereby agree to the above conditions in order to enroll in, and to satisfy the graduation requirements of the Transitional DACM program. I understand that this is a legally binding contract. My signature below certifies that I have read, understood and agreed to my rights and responsibilities, and Pacific’s cancellation and refund policies have been clearly explained to me.**

Student Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Date: **September 5, 2023**

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

**- Do Not Write Below This Line – For Pacific Administrative Use Only** –

I certify that Pacific College of Health and Science has met the enrollment agreement and disclosure requirements of the State of California and the DOE to the best of its ability. The above student has been ACCEPTED for admission to: **Fall 2023**

Signature of School Official: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_



|  |  |  |  |
| --- | --- | --- | --- |
| ***Wis. Admin. Code s. SPS 406.03* provides that a student shall have the right to cancel enrollment for a program until midnight of the third business day after receipt of notice of acceptance. This notice of the cancellation privilege shall be given to the student upon enrollment and must read as stated below. Questions regarding the use and applicability of this form should be directed to an Educational Approval Program staff.** | | | |
| **Notice of Cancellation** | | | |
| **Enter Date of Transaction:** | | | |
| You may cancel this transaction, without any penalty or obligation, within three business days from the above date (Saturdays, Sundays and holidays are not business days).  If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instruments executed by you will be returned within 10 business days following receipt by the seller of your cancellation notice, and any security interest arising out of the transaction will be canceled.  If you cancel, you must make available to the seller at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale; or you may, if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller’s expense and risk.  If you do make the goods available to the seller and the seller does not pick them up within 20 days of the date of your notice of cancellation, you may retain or dispose of the goods without further obligation.  To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice or any other written notice, or send a telegram to   |  | | --- | |  |   (*Name of Seller)*   |  | | --- | | at |   (Address of *Seller)*  not later than midnight of the night of         *(Date)*  Note: Purchase of educational goods and services offered by a school is deemed to take place when written and final acceptance is communicated to the student by the school. If the representative who enrolls you is authorized to grant written acceptance at the time you enroll, and does so, the cancellation period ends at the time specified above. If you have not been accepted in writing at the time you enroll, the cancellation period does not end until midnight of the third business day after the day you receive written acceptance by certified mail from the school. | | | |
| ***I hereby cancel this transaction.*** | | | |
| Date: | Buyer’s Signature: | Buyer’s Name (Print or Type): | |
| Address: | | | |
| City: | | State: | Zip Code: |