



Accelerated Academy

DENTAL ASSISTING

Appleton, Fond du Lac, Kenosha Wisconsin Enrollment Agreement

STUDENT INFORMATION	
Program: Dental Assisting	Clock hours: 80, 10 weeks
Student Name:	
Email:	Phone number:
Address:	
City:	State:
Postal Code:	Date of Birth:
Social Security Number:	
Course Information	
Course Location:	
Course Start Date:	Course End Date:
Date Registered for Course:	
Financial Information	
Total Tuition Amount:	Down Payment Amount: \$200.00
Payment Option: Paid in Full (or Payment Plan)	

TUITION COST

EARLY REGISTRATION (12 OR MORE WEEKS PRIOR TO START DATE)

TUITION: \$2,674

*FEES: \$225 Canvas/LMS Fee

\$80 BLS/CPR Fee

\$100 Registration Fee

Total Cost of Program: **\$3,079**

FINAL REGISTRATION (1-11 WEEKS PRIOR TO START DATE)

TUITION: \$3,074

*FEES: \$225 Canvas/LMS Fee

\$80 BLS/CPR Fee

\$100 Registration Fee

Total Cost of Program: **\$3,479**

Tuition is subject to change at Accelerated Academy's discretion. Any tuition or fee increase policies will not affect a student once they have enrolled in a course at the tuition and fees quoted for that specific course.

**Fees may be nonrefundable based upon withdrawal/termination date (see Refund and Cancellations Policy).*

ADDITIONAL COSTS: (NOT included in total cost of program)

- **Required:** Textbook: Prices range from \$25-\$187, depending on version and quality.

- **Required:** Laptop: Students are responsible for providing their own laptop.
- **Required:** Scrubs - prices vary.
- **Recommended** Educational Guide: Prices range from \$5-\$60, depending on version/quality.
- **Optional:** A printed version of the PowerPoint curriculum is \$103.50. Please contact the financial department to pay this fee and have the curriculum shipped to you.

CLASS SCHEDULE

Lecture hours: 8:00am - 12:00pm, Lunch: 12:00pm - 1:00pm, Clinical/Lecture hours: 1:00pm - 5:00pm. Students will have a 10–15-minute break every hour and a half of lecture time. Due to the short term of the program, all holidays may not be observed; however, the holidays Accelerated Academy tries to observe are Good Friday, Easter, Thanksgiving, Christmas, New Year’s Day, and Independence Day.

PAYMENT TERMS

PAYMENT OPTIONS:

- Total tuition paid in full at registration (via debit/credit card, money order or check)
- A customized, interest-free payment plan that will have the cost of the program paid in full by the last day of class
- An interest-free extended payment plan (up to 6 months after the end of the term) that would need to be satisfied regardless of success or lack of success at the academy); debit/credit card only
- Meritize loans are a third-party lender that gives students the ability to extend payments for 3-5 years. This option does have a hard credit check and charges interest. Third party loans must be repaid according to the term of the note even if the borrower does not complete his or her education, cannot get a job after completion of the program, or is dissatisfied with the education.

PAYMENT PLAN POLICIES/RECURRING BILLING:

At the time of electronically signing this enrollment agreement, the student agrees to the commitment of paying their remaining balance through an approved payment plan as stated herein.

As a student of Accelerated Academy, LLC:

- I agree and accept financial responsibility for the full cost of the program and acknowledge the recurring billing amount, which shall be determined during the onboarding process. Accelerated Academy reserves the right to adjust the recurring billing amount with my verbal consent.
- I agree and grant Accelerated Academy, LLC authorization to charge the agreed-upon tuition payments or fees to the designated payment method provided on a recurring basis for the duration of the agreed-upon service period.
- I agree and acknowledge recurring billing will occur weekly or bi-weekly unless otherwise specified in the agreement. The billing cycle will commence on the agreed upon start date and will continue until either party terminates the agreement in accordance with the termination provisions outlined herein.
- I agree and acknowledge to maintain valid payment information on file with Accelerated Academy, LLC for the purpose of recurring billing. I am responsible for ensuring that the designated payment method has sufficient funds to cover the recurring billing charges and accept responsibility for any costs associated with declined charges.
- I agree and acknowledge to personally make any changes to the designated payment method, and cancellation of recurring billing authorization must be communicated to Accelerated Academy, LLC verbally or in writing 3 business days prior to the next billing cycle.
- I agree and acknowledge in the event of non-payment or failure to process recurring billing charges, Accelerated Academy, LLC reserves the right to suspend access to online course materials and/or terminate my enrollment in the program without further obligation from Accelerated Academy. Furthermore, I agree and acknowledge that all graduation certificates will be held until the tuition balance has been paid in full.
- I agree and acknowledge any disputes regarding recurring billing charges must be communicated to Accelerated Academy, LLC in writing within 3 business days from the date of the disputed charge. Failure to notify Accelerated Academy, LLC within this time frame will constitute acceptance of the charges.

- I agree and acknowledge to be responsible for any applicable taxes, fees, or surcharges associated with the recurring billing charges.
- I agree and acknowledge either party may terminate the recurring billing agreement upon verbal or written notice to the other party. Termination of the recurring billing agreement does not relieve me of any outstanding payment obligations incurred prior to termination and shall become immediately due and payable. Furthermore, Accelerated Academy, LLC retains the right to engage in collections actions. The refund policy may still apply in some situations and will be applied based on the student's record.
- I agree and acknowledge that my financial responsibility must be met regardless of my success within the program at Accelerated Academy. If I withdraw from the program, the refund policy will be applied based on the state's requirements.

By agreeing to recurring billing, the student acknowledges and agrees to the terms and conditions outlined herein.

REFUND POLICY

THREE BUSINESS DAY CANCELLATION

I understand that if for any reason I am unable to enter the program, all monies paid will be refunded if requested within three business days (excluding Sundays and holidays) after signing an enrollment agreement and making an initial payment. The full refund will be made within 10 business days.

CANCELLATION AFTER THREE BUSINESS DAYS CANCELLATION PERIOD BUT BEFORE COMMENCEMENT OF COURSE

For tuition or fees collected in advance of entrance, and if the student does not begin classes, not more than \$100 shall be retained by the institution. Refunds for a student who does not begin classes shall be made within 10 days of the notice of cancellation in accordance with Wisconsin Administrative Code SPS 408.05(3). Other refunds are paid within 40 days after the effective date of termination.

REFUNDS FOR STUDENTS WHO WITHDRAW/ARE TERMINATED AFTER INSTRUCTION BEGINS

- After a student has completed week one or 10% of the program, the institution shall refund at least 90% of the tuition, less the registration fee, thereafter,
- After a student has completed week two or 20% of the program, the institution shall refund at least 80% of the tuition, less the registration fee, therefore,
- After a student has completed week three or 30% of the program, the institution shall refund at least 70% of the tuition, less the registration fee, thereafter,
- After a student has completed week four or 40% of the program, the institution shall refund at least 60% of the tuition, less the registration fee, thereafter,
- After a student has completed week five or 50% of the program, the institution shall refund at least 50% of the tuition, less the registration fee, thereafter,
- After a student has completed 60% or more of the program, the institution may retain 100% of the stated course price.

All refunds will be issued within 40 days of withdrawal or termination.

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.

The official date of termination or withdrawal of a student shall be determined in the following manner:

1. The official date of withdrawal of a student shall be determined by the date the student contacts the institution and completes the Exit Interview Form.

2. The date on which the student is terminated for a violation of a published school policy which provides for termination.

All refunds will be issued within 30 days of withdrawal or termination.

CANCELLATION OF CLASS DUE TO LOW ENROLLMENT

In the event the course **is canceled** due to low enrollment, students will have the option to transfer to another location, transfer to a future start date, or withdraw from the course and receive a full refund. A full refund would be given in the event there are more than 2 consecutive reschedules of a course start date by Accelerated Academy. Students will be notified by phone, email and text. Once decided, students must confirm their decision by signing a revised enrollment agreement with admissions or an exit interview.

All refunds will be issued within 40 days of withdrawal or termination.

GENERAL TERMS OF AGREEMENT

GRADUATION STANDARDS:

A student must obtain a 70% or higher-grade point average and maintain an 80 % or higher attendance record (**cannot miss more than 2 days**) to graduate.

ABSENCE STANDARDS:

It is highly recommended that the student not be absent from any of the classes due to the course's concentrated learning structure. In the event of a missed class, you are responsible for knowing and understanding all course policies related to missed lectures, homework, and exams.

DRESS CODE:

Students are required to wear black scrubs, a black scrub jacket, and closed-toe shoes and are responsible for the purchase of these items.

MATERNITY NOTICE:

If a student is pregnant or becomes pregnant during the course, she is responsible for understanding the risk and must inform her instructor.

NOTICE TO BUYER:

Do not sign this contract before you READ it in its entirety, and make sure there are no blank spaces. This is a legal document; all pages are binding upon acceptance of the student by Accelerated Academy, unless the student cancels this agreement within the 3-business day cancellation period outlined in the refund section of this agreement. You are entitled to an exact copy of this contract, school catalog, and any papers that you sign, and you are required to sign a statement acknowledging receipt of those. It is unfair business practice for the school to sell, discount, or otherwise transfer this contract without the informed written consent by handwritten signature of the student or his/her financial sponsors and a written statement notifying all parties that the cancellation and refund policy still applies. Any changes in the agreement will not be binding on either the student or the school unless such changes are acknowledged in writing by an authorized school representative and by the student (or the student's parent or guardian if he/she is a minor).

CERTIFICATION:

By signing this document, I certify the following:

- All signers of this document have received, read, and understand the following: the enrollment agreement in its entirety, the cancellation/refund policy, the school grievance policy, and the school catalog in its entirety.
- I have read the Payment Policies/Recurring Billing and agree to its terms and conditions.
- I agree to allow Accelerated Academy to contact me for school-related information via email, phone, and text message.

- I acknowledge that Accelerated Academy, LLC may need to change class dates due to emergency, weather, or other unforeseen circumstances, but will notify the class prior to the change.
- I understand that Accelerated Academy’s career services department makes diligent efforts to assist graduates by teaching them how to job search, build resumes, and apply for jobs, but that student referrals to prospective employers are not necessarily based on direct contact with the employer regarding current job openings, and the institution does not guarantee job placement upon program completion.
- I understand that the school may terminate my enrollment if I fail to comply with attendance, academic and financial requirements, or if I disrupt the normal activities of the school.
- Accelerated Academy, LLC makes no claim or guarantee that credit earned will transfer into another institution. It is the student’s responsibility to confirm whether or not credits will be accepted by another institution of the student’s choice.

Student Signature

Date

Parent/Guardian Signature (if student is under 18)

Date

School Administrator

Date

[PAYMENT SCHEDULE - IF APPLICABLE]