



(414) 866.ESOF.387 / www.edessa.fashion / info@edessa.fashion

ENROLLMENT AGREEMENT

Student Information:

Student Name: _____

Present Address: _____ Permanent Address: _____

Telephone (Home): _____ (Work) _____

(Cell) _____ Date of Birth: ____/____/____

Student ID Number: _____

E-mail: _____

Program Options (Check One):

 Apparel Design:

Apparel Design students study the conceptualization, design and pre-production of products for apparel-related industries that meet the functional, expressive, and aesthetic needs and desires of consumers. They will learn to:

- Research, analyze and forecast trends
- Evaluate consumer markets
- Translate inspiration into tangible products - wearable art and mass market
- Conceptualize, design, and develop apparel products
- Specify materials, fit and assembly quality standards
- Understand fabric and fiber properties for managing fabric decisions
- Utilize color and styling to enhance fashion products
- Create technical and fashion illustrations

- Prepare visual and verbal presentations - storyboard development, portfolios
 - Use technology to design apparel concepts
 - Develop solutions to real-world design and development problems
- Senior apparel design students work with an apparel firm to solve an industry problem

Fashion Marketing:

Fashion Marketing students study fashion management relative to planning, development, sourcing, distribution, and communication of fashion products in the global environment. They will learn to:

- Research and evaluate consumer markets
- Thorough comprehension of product development and forecasting
- Analyze apparel products and assess quality
- Develop merchandising and buying plans
- Exposure to industry software utilized for merchandise planning
- Understanding of apparel industry channels
- Develop solutions for current industry challenges
- Central focus on social responsibility platforms and their industry impact
- Explore and assess the global apparel industry

Start Date: ____/____/____ **Expected Date of Graduation:** ____/____/____

Program Length: 120 Semester Hours

Tuition and Financial Aid Policy:

The total cost for the Edessa School of Fashion program: \$ _____

Edessa School of Fashion (Edessa) is committed to assisting our students with their education. To that end, Edessa understands that some students may not have the immediate funds to cover the cost of tuition and fees.

Students may be eligible to receive discounted tuition and payment plan options. Tuition discounts may vary based on availability of Edessa to offer such discounts. At the time of publication, Edessa's Board of Directors has authorized a reduced tuition rate of \$100.00 per credit hour. Edessa reserves the right to change or terminate this discounted tuition rate from semester to semester based on Edessa's financial and operational ability to offer such discounts to eligible students.

For eligible students, discounted tuition may also include a payment plan. Payment plans will be made during an invoicing period that begins after the drop/add period has ended. The payment plan allows eligible students the option to make installment payments throughout the semester.

Eligibility to participate in discounted tuition and a payment plan includes:

1. Formal request to Edessa to participate in discounted tuition and or a payment plan
2. Satisfactory Academic Progress (SAP) eligibility
3. Previous payment history and current outstanding unpaid tuition balances with Edessa
4. Financial Counseling to determine the ability to make installment payments
5. Approval by Edessa administration to participate in discounted tuition and/or payment plan
6. Complete and sign documentation requested by Edessa to participate in discounted tuition and/or payment plan

Students participating in tuition discounts or payment plans are expected to fulfill their obligations to Edessa in a timely and agreed upon manner.

Failure to make payments as agreed upon may result in the student being withdrawn from classes, and placed on a registration/transcript hold. Failure to fulfill financial obligations as agreed upon may also jeopardize a student's future eligibility for such considerations in the future.

In the event a student makes changes to their enrollment and such changes affect tuition and fees, during the add/drop period, the payment plan will be updated accordingly. Students will be notified of any modifications to their payment plan.

Edessa reserves the right to assess special handling or processing fees associated with administering its payment plans. Additionally, Edessa reserves the right to charge late fees for payment plans.

Schedule of Fees

	Undergraduate	Per Semester
Tuition and Fees Full Time	\$27,000	\$13,500
Books and Supplies (estimated)	\$1000	\$500
Lab Fees (estimated)	\$100-\$600	\$50-\$300 per class
Starting Kit (First Semester) (optional)	\$175.00	
Travel (estimated)	\$250	\$250

Tuition and fees are based on the current credit hour rate of \$964.28 for fewer than 14 credit hours. Overloads are included in semester tuition rates.

Lab fees listed above represent the total for the program and are charged per course or semester. Lab fees are treated in the same manner as tuition regarding refunds.

The optional starting kit consists of basic equipment and materials needed for beginning each program. A list of the items in the starting kit is also provided. Should a student opt out of the purchase of the kit, the materials can be purchased separately at most art supply stores.

The application fee is to accompany the student application. The registration and administration fees must accompany the enrollment agreement to secure a space in the program.

All tuition and fees must be paid before the first day of class.

Student Initial _____

Books and Material Fees:

Edessa does not require students to purchase books, materials, or supplies from the school. However, certain programs charge fees to cover the costs of lab materials provided by the school. The estimated annual material fees approximately total \$1,750.

Refund Policy:

After the 3-day cancellation period, students may cancel enrollment before the first day of class. In the event an applicant does not withdraw/cancel their registration before the beginning of the semester, the applicant is considered a matriculated student. In the event an applicant is denied admittance, all funds will be refunded.

Students are not required to submit in writing their intent to withdraw. However, if the student fails to provide an explanation why they have not attended class, actively participated in educational/institutional services and/or completed coursework, the student will be withdrawn after 21 calendar days. The school will note the date of the notice of withdrawal, if notification is not given by the student. Semesters are 15 weeks long and refund calculations will be determined by the last date of attendance (LDA) on any given calendar day within the semester. Refunds will be made in accordance with the following schedule. The date of the calculation is based on the date that the student officially withdraws from school

or LDA. The school will issue refunds within 30 calendar days of the official date of withdrawal.

Refund Schedule:

Fall and Spring Semester Refund Schedule	
Drop Date	Refund Amount
Prior to beginning of class	100%
Calendar day 1-12	80%
Calendar day 13-25	60%
After calendar day 25	No refund

Withdrawal and Refunds after the commencement of classes:

1. Procedure for withdrawal/withdrawal date:

- A. A student choosing to withdraw from the school after the commencement of classes is to provide notice to the President of the school, not necessarily written. The notice is to indicate the expected last date of attendance.
- B. If no notice is provided, the most appropriate of the next two statements will go into effect:
 1. For a student who is on authorized Leave of Absence, the withdraw date is the date the student was scheduled to return from the Leave and failed to do so.
 2. A student will be determined to be withdrawn from the institution if the student has not attended any class for 14 consecutive days.

All refunds will be issued within 30 days of the determination of the withdrawal date.

2. Tuition charges/refunds:

- A. Before the beginning of classes, the student is entitled to a refund of 100% of the tuition, minus the registration fee of \$200.
- B. After the commencement of classes, the tuition refund (minus the registration fee of \$200) follows the refund schedule previously outlined above
- C. **Books and supply fees are not refundable.**

Refunds will be issued within 30 days of the date of student notification, or date of school determination (withdrawn due to absences or other criteria as specified in the school catalog), or in the case of a student not returning from an authorized Leave of Absence

(LOA), within 30 days of the date the student was scheduled to return from the LOA and did not return.

Student Initials_____

Return of Federal Title IV Funds:

The school's refund policy regarding Federal Title IV funding is in compliance with Federal regulations set forth by the Department of Education. A student who withdraws from school after receiving Title IV funds will receive a refund prorated to reflect time in school. NO refund will be made after 60% of a semester has been completed. If a student withdraws prior to the 60% point, the school will assess a prorated amount of unused tuition and refund the commensurate amount within 40 calendar days, in the order listed below:

- Federal Unsubsidized Direct Loans
- Federal Subsidized Direct Loans
- Federal Perkins Loans
- Federal PLUS Loans
- Federal Pell Grant
- Supplemental Educational Opportunity Grant.

Cancellation:

If for any reason an applicant is not accepted by the school, the applicant is entitled to a refund of all monies paid.

Five-Day Cancellation: An applicant who provides written notice of cancellation within five days (excluding Saturday, Sunday and federal and state holidays) of signing an enrollment agreement is entitled to a refund of all monies paid. No later than 30 days of receiving the notice of cancellation, the school shall provide a full refund.

Other Cancellations: An applicant requesting cancellation more than five days after signing an enrollment agreement and making an initial payment, but prior to entering the school, is entitled to a refund of all monies paid, minus the registration fee of \$200

The percentage of the clock hours attempted is determined by dividing the total number of clock hours elapsed from the student's start date to the student's last day of attendance, by the total number of clock hours in the program.

Under Wis. Admin. Code s. SPS 406.03: registered students are granted the right to cancel their registration within three business days. The school will process refunds within 10 business days.

Under Wis. Admin. Code s. SPS 408.05(3): students will receive their refunds (whole or partial) within 40 days after dismissal or notification of withdrawal.

Holder in Due Course Statement:

Any holder of this consumer credit contract is subject to all claims and defenses which the debtor could assert against the seller of goods or services obtained pursuant hereto or with the proceeds, hereof Recovery hereunder by the debtor shall not exceed amounts paid by the debtor (FTC Rule effective 5-14-76).

Career Services:

As part of the education experience, Edessa cultivates working relationships with the fashion industries that it serves to create employment opportunities for its graduates. All students have the opportunity to meet individually with a career services advisor to review career goals, job-search strategies, interview techniques, résumé development, among other aspects. This applies throughout their college career and especially as they approach graduation. Employment information is also available on the school website. Edessa School of Fashion's programs and Career Services are designed to prepare students and graduates to be successful in their chosen profession. **However, Edessa does not and cannot guarantee that graduates will be placed in any particular job or that they will be employed.** Also note that student referrals to prospective employers are not based on direct contact with the employer regarding current job openings, as our services are advisory.

The Student Understands:

1. Edessa School of Fashion does not accept credit for previous education, training, work experience (experimental learning), or CLEP.
2. Edessa School of Fashion does not guarantee job placement to graduates upon program/course completion or upon graduation.
3. Edessa School of Fashion reserves the right to reschedule the program start date when the number of students scheduled is too small.
4. Edessa School of Fashion will not be responsible for any statement of policy or procedure that does not appear in the School catalog.
5. A payment of \$200 plus application fee is due with signing of the enrollment agreement.
6. Edessa School of Fashion reserves the right to discontinue the student's training for unsatisfactory progress, nonpayment of tuition or failure to abide by School rules
7. Information concerning other Schools that may accept the School's credits toward their programs can be obtained by contacting the office of the President. It should not be assumed that any programs described in the School catalog could be transferred to another institution. The School does not guarantee the transferability of credits to a college, university or institution. Any decision on the comparability, appropriateness and applicability of credits and whether they should be accepted is the decision of the receiving institution.
8. This document does not constitute a binding agreement until accepted in writing by all parties.

Student initials _____

Student Acknowledgements:

1. I hereby acknowledge receipt of Edessa School of Fashion's catalog dated ____/____/____, which contains information describing programs offered, and equipment/supplies provided. Edessa School of Fashion's catalog is included as a part of this enrollment agreement, and I acknowledge that I have received a copy of this catalog.

Student Initials _____

2. Also, I have carefully read and received an exact copy of this enrollment agreement.

Student Initials _____

3. I understand that the Edessa School of Fashion may terminate my enrollment if I fail to comply with attendance, academic and financial requirement or if I disrupt the normal activities of the School. While enrolled in the School, I understand that I must maintain Satisfactory Academic Progress as described in the School catalog and that my financial obligation to the School must be paid in full before a certificate may be awarded.

Student Initials _____

3. I also understand that this institution does not guarantee job placement to graduates upon program/course completion or upon graduation

Student Initials _____

Contract Acceptance:

I, the undersigned, have read and understand this agreement and acknowledge receipt of a copy. It is further understood and agreed that this agreement supersedes all prior or contemporaneous verbal or written agreements and may not be modified without the written agreement of the student and the School. I also understand that if I default upon this agreement I will be responsible for payment of any collection fees or attorney fees incurred by Edessa School of Fashion.

My signature below signifies that I have read and understand all aspects of this agreement and do recognize my legal responsibilities in regard to this contract.

Signed this _____ day of _____ 20 _____

Signature of Student

Date

Signature of School Official

Date

Representative's certification:

I hereby certify that _____ has been interviewed by me and in my judgment, meets all requirements for acceptance as a student. I further certify that there have been no verbal or written agreements or promises other than those appearing on this agreement.

By: _____ Date: _____

Student Initials _____