



**ENROLLMENT AGREEMENT  
WISCONSIN SCHOOL OF PROFESSIONAL PET GROOMING, INC.**

W359N5920 Brown Street, Suite 102, Oconomowoc, WI 53066 - (262) 569-9492

Name: \_\_\_\_\_ Home Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Soc. Sec.: \_\_\_\_\_

**PROFESSIONAL PET GROOMING COURSE (600 Clock Hours)-PROFESSIONAL STYLIST**

The average class hours are 8:00 A.M. to 4:30 P.M. Monday through Friday. The average time needed to complete the course is 16 weeks.

Start Date: \_\_\_\_\_ Scheduled Completion Date: \_\_\_\_\_

**REQUIREMENTS FOR ENROLLMENT**

The Wisconsin School of Professional Pet Grooming, Inc., in all matters of admission, instruction, and course completion, practices no discrimination on the basis of age, race, creed, disability, sex, religion, sexual preference, or political affiliation.

Applicants must: Be at least 18 years of age or have the consent of a parent or legal guardian. Provide documentation of high school diploma or GED equivalent and grade transcripts. Be proficient in English language skills. Good hand dexterity.

**REQUIREMENTS FOR GRADUATION (Certificate of Completion)**

In order to earn a Certificate of Completion students must complete the minimum number of 100 laboratory projects and have a GPA of 2.00 or higher. A minimum of 600 clock hours is required of each student for graduation. No more than 32 hours of absenteeism are allowed. (See School Catalog; Attendance Policies.) Students must have all financial obligations to the Wisconsin School of Professional Pet Grooming, Inc. paid in full.

**SCHEDULE OF PAYMENTS**

Total Tuition and Course Book Fee (\$6,400.00) is due prior to the deadline for enrollment published for each class.

<b>One Time Application Fee</b>	<b>\$ 100.00</b>	<b>Date Paid</b> _____
<b>Tuition &amp; Course Book Fee</b>	<b>\$ 6,400.00</b>	<b>Date Due</b> _____ <b>Date Paid</b> _____

**EXTRA CHARGES**

If the student exceeds the allotted absenteeism policy the student may sign an agreement to pay a pro-rated charge, per day, to continue and make up missed laboratory and/or classroom time. If a student fails to make these arrangements, the student will be dismissed from the course.

Students are responsible for all fees and charges related to the maintenance of their equipment kit including sharpening and repair. Any person who causes damage to, or destroys school-owned equipment and/or property will be held responsible for repair or replacement costs for the equipment and/or property.

**CUSTOMER'S RIGHT TO CANCEL**

It is understood that the applicant has the right to cancel this contract until midnight of the third business day after which this contract is signed and the student has received written notice of acceptance by the school. Written notice of cancellation shall be sent by mail, or delivered in person to: **WISCONSIN SCHOOL OF PROFESSIONAL PET GROOMING, INC., Delores Lilje, W359 N5920 Brown Street, Suite 102, Oconomowoc, WI 53066.** The student shall in turn receive, within ten business day, acknowledgment of cancellation and all refunds.

**REFUND POLICY**

The School reserves the right to reject any student that the School feels will not benefit from the course. In this instance, the application fee and all monies paid will be refunded to the applicant.

When notice of cancellation is given within three business days of enrollment, all application fees, tuition, and other charges shall be refunded to the applicant.

When notice of cancellation is given after the third business day following enrollment, but is given prior to the student's first day of class, the school retains the application fee.

If a student wishes to withdraw from the course after the first day of class, the student should submit a written and dated notice of their intent to terminate enrollment. However, any form of notice is acceptable.

**DO NOT SIGN BEFORE READING REVERSE SIDE**

**REFUND POLICY (Continued)**

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 prorated refund as follows:

<u>AT LEAST</u>	<u>BUT LESS THAN</u>	<u>REFUND OF TUITION</u>
1 Class Day	8 Class Days	90%
8	16	80%
16	24	70%
24	32	60%
32	40	50%
40	48	40%
48	None	No Refund

In any case, there will be no refund for any student equipment, which has been received by the student.

Any refund owing as a result of withdrawal, or dismissal, after the three business day cancellation period shall be made within 40 calendar days of the student's last date of actual attendance.

Any student who does not attend classes for a period of five consecutive days, and who does not give the school prior to, or during that period, an explanation regarding the absence is considered to have withdrawn from the course.

All refunds will be calculated from the student's last day of attendance.

**DELAY OF STARTING DATE**

If a disaster, or act beyond the school's control, creates a delay in the scheduled starting date of a class, enrolled applicants may have a full refund of money paid, or postpone admittance for a period of up to six (6) months. If admittance is not possible after a six (6) month period from the scheduled starting date of class, a full refund will automatically be issued.

In case of an act of disaster beyond the school's control, the maximum period for possible delay of classes already in session will be six months. During this period, the student's attendance will be held in abeyance until classes are able to resume. In the event that classes cannot resume within six months, the sum charged for tuition up to the last day of attendance will be in accordance with the Refund Policy (See Refund Policy).

**SPECIAL CASES**

In case of prolonged illness or accident, death in the family, or other circumstances that make it impractical to complete the program, the sum charged for tuition up to the last day of attendance will be in accordance with the Refund Policy.

**FOUNDATIONS FOR TERMINATION**

The school reserves the right to terminate enrollment of a student for violation of the rules stated in the School Catalog with regard to: Unsatisfactory academic progress, breach of absence policies, breach of conduct, or non-payment. (Refer to School Catalog dated \_\_\_\_\_ Edition, Page number \_\_\_\_.)

**EMPLOYMENT ADVISORY SERVICES**

A comprehensive list of prospective employers is kept posted at the school. This file includes a listing of all prospective employers who have contacted the school with employment opportunities. Not all referrals are based on direct contact.

Each student must take the initiative in responding to prospective employers, making the initial contact and setting-up an interview.

WSPPG, Inc. under no circumstances guarantees job placement nor makes any claim or guarantee of job placement.

**DISCLOSURES**

In consideration of my admission as a student of the School, I agree to comply with the rules and regulations of the school. I further recognize that this contract, when signed by the applicant and a school official, is a legally binding document (If applicant is under 18 years of age, the signature of a parent or legal guardian is required in addition to the signature of the applicant.)

**ALL SIGNERS OF THIS CONTRACT**, by their signature(s), hereby acknowledge that they have read and received a copy of this contract.

**NOTICE TO BUYER**

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 amount paid by the debtor hereunder.

**DO NOT SIGN THIS AGREEMENT BEFORE YOU HAVE READ IT, OR IF IT CONTAINS ANY BLANK SPACES. YOU ARE ENTITLED TO AN EXACT COPY OF THE CONTRACT YOU SIGN.**

**ENROLLMENT AGREEMENT CONTRACT**

Signature of Applicant \_\_\_\_\_

\_\_\_\_\_ Date Signed

Signature of Parent or Guardian if Applicant is under 18 Years of Age \_\_\_\_\_

\_\_\_\_\_ Date Signed

Signature of School Official who has in the completion of this contract, complied with all applicable articles of the "Rules and Regulations in Relation to Private Schools".

\_\_\_\_\_ Acceptance Date

**NOT BINDING until signed by School Official.**

**DO NOT SIGN BEFORE READING REVERSE SIDE**

Has Applicant toured WSPPG Facilities? \_\_\_\_\_ Yes \_\_\_\_\_ No

(Date of Tour \_\_\_\_\_) (Date of Interview \_\_\_\_\_)