

**ENROLLMENT AGREEMENT  
WALDORF INSTITUTE OF SOUTHERN CALIFORNIA (WISC)  
17100 SUPERIOR ST. NORTHRIDGE CA 91325 TEL: 818-349-6272**

Program Title	Total Hours	Year	Start Date	Scheduled Completion Date
<b>WALDORF TEACHER EDUCATION</b>	<b>720</b>	<u>1<sup>ST</sup> 2<sup>ND</sup> 3<sup>RD</sup></u>	Date ___/___/___	Date ___/___/___
<i>Student's Last Name</i>		<i>Student's First Name</i>		<i>Phone</i>
<i>Student's Address</i>		<i>City</i>	<i>State</i>	<i>Zip</i>
Period covered by this enrollment agreement			Date ___/___/___	Date ___/___/___
Student must exercise his or her right to cancel this enrollment agreement by			Date ___/___/___	
<b>Schedule of Charges</b>				
<i>Registration Fee</i>	\$ 70.00	Fee for registration. <b><i>This fee is non-refundable.</i></b>		
<i>*STRF assessment</i>	\$ 67.50	Student Tuition Recovery Fund. See explanation below. <b><i>This fee is non-refundable.</i></b>		
<i>Books Fee</i>	\$	Cost of books itemized on page 3. <b><i>This fee is refundable.</i></b>		
<i>Additional Materials</i>	\$ 650.00	Cost of any additional materials itemized on page 3. <b><i>This fee is refundable.</i></b>		
<i>Tuition Fee</i>	\$ 26,400.00	Total tuition charged for the program. <b><i>This fee is refundable.</i></b>		
<b>**Total Charges</b>	<b>\$ 27,187.50</b>	Total cost you will be charged for your course of study.		

**\*EFFECTIVE 01/01/2015, THE STRF ASSESSMENT RATE WAS TEMPORARILY REDUCED TO ZERO (\$0) PER \$1,000.  
\*\*YOU ARE RESPONSIBLE FOR THIS AMOUNT. IF YOU GET A STUDENT LOAN, YOU ARE RESPONSIBLE FOR REPAYING THE LOAN AMOUNT PLUS ANY INTEREST, LESS THE AMOUNT OF ANY REFUND.**

**STUDENT TUITION RECOVERY FUND**

(a) A qualifying institution shall include the following statement on both its enrollment agreement and school catalog: "The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program."

(b) In addition to the statement required under subdivision (a) of this section, a qualifying institution shall include the following statement in its school catalog: "It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd., Suite 225, Sacramento, CA 95834, (916) 574-8900 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.”

## **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION**

The transferability of credits you earn at WISC is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the **WALDORF TEACHER EDUCATION** program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your course work 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 WISC to determine if your certificate will transfer.

**STUDENT’S RIGHT TO CANCEL:** You have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (date), or the seventh day after enrollment, whichever is later. Cancellation occurs when you give written notice of cancellation at the institution’s address. You can do this by mail, in person, by fax. The notice, if mailed is effective by postmark date. This notice need not take any particular form; it needs only to state that you wish to cancel this agreement. If you cancel this agreement, WISC will refund any money that you paid, less any deductions for equipment not timely returned in new condition within 30 days after receipt of the notice.

**PROCEDURE TO CANCEL:** Cancellation occurs when you give written notice of cancellation to the C.E.O. at 17100 Superior Street Northridge, CA 91325 Tel: 818-349-6272 Fax: 818-349-2390 or [office@waldorfteaching.org](mailto:office@waldorfteaching.org). You can do this by mail, email, in person, by fax. The notice, if mailed is effective by postmark date. This notice need not take any particular form; it needs only to state that you wish to cancel.

**WITHDRAWAL FROM COURSE:** The institutional refund policy for students who have completed 60 percent or less of the course of instruction shall be a pro rata refund. After the end of the cancellation period, you have a right to terminate your studies at this school at any time, and you have the right to receive a refund for the part of the course or program you have paid for and did not receive. You have the right to withdraw from the course of instruction at any time. If you withdraw from the course of instruction after the period allowed for cancellation, the school will remit a refund, less the registration fee and STRF fee within 30 days following your withdrawal. You are obligated to pay only for educational services rendered and for unreturned books or equipment.

*(A) Deduct the registration fee and the STRF fee from the total tuition charge.*

*(B) Divide this figure by the number of days in the course.*

*(C) The quotient is the daily charge for the course.*

(D) The amount owed by you for purposes of calculating a refund is derived by multiplying the total days attended by the daily charge for instruction.

(E) The refund would be any amount in excess of the figure derived in (D) that was paid by you.

(F) The refund amount shall be adjusted for equipment, if applicable.

**STUDENT DISCLOSURES**

If you receive federal student financial aid funds, you are entitled to a refund of moneys not paid from federal student financial aid program funds. If you obtain a loan to pay for your educational program, you will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If you are eligible for a loan guaranteed by the federal or state government and you 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 you, including applying any income tax refund to which you are entitled, to reduce the balance owed on the loan.

(2) You may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

(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 N. Market Blvd. Suite 225, Sacramento, CA 95834, P.O. Box 980818, West Sacramento, CA 95798-0818, [www.bppe.ca.gov](http://www.bppe.ca.gov)  
Telephone and Fax #'s: (888) 370-7589 or by fax (916) 263-1897, (916) 574-8900 or by fax (916) 263-1897

(2) A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's internet web site [www.bppe.ca.gov](http://www.bppe.ca.gov).

**PROBATIONARY PERIOD**

The first six days of WISC classes (scheduled over seven weeks during the regular school year, and over one week during the summer) constitute a probationary period for each newly enrolled student. The purpose of this probationary period is to confirm that enrollment in WISC is a good fit for each registered student.

**WISC'S RIGHT TO CANCEL**

WISC reserves the right, upon consensus of the co-directors, to cancel this agreement with a student at any time after the close of the probationary period. In this case, WISC would notify a student through conversation, and by written confirmation, of concerns that may have arisen regarding keeping the student in the program and may or may not determine an improvement period of any length deemed appropriate by the WISC co-directors. If these issues are not settled to the satisfaction of the co-directors by the close of the improvement period, WISC may cancel this agreement and will provide a refund according to the WISC Refund Policy.

**CHARGES**

The fees and suggested tuition below are subject to change at the discretion of WISC.

Total Tuition Fee for three years at \$8,800.00 a year	\$26,400.00
One-time, non-refundable, non-transferable Application Fee	\$70.00
Student Tuition Recovery Fund, non-refundable	\$67.50 (0.0025)
First Year Materials Fee	\$250.00
Second Year Materials fee	\$225.00
Third Year Materials Fee	\$175.00

**ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM: \$27,187.50**

AGREED-UPON TUITION CHARGES FOR THE CURRENT YEAR:

(Jan., June, or Sept.)

Enrollment, \_\_\_\_\_ Full Suggested or \_\_\_\_\_ ATA tuition \_\_\_\_\_

**CREDIT CARD PAYMENT** (preferred):

I OPT TO MAKE TUITION PAYMENTS BY CREDIT CARD TO AUTOMATE AND SIMPLIFY THE TUITION PAYMENT PROCESS. CREDIT CARD PAYMENTS ARE PROCESSED ON THE 15TH OF EACH MONTH OR AS OTHERWISE ARRANGED. (CC INFO TAKEN SEPARATELY)

**PAYMENT PLAN**

FULL SUGGESTED OR ACCESSIBLE TO ALL) TUITION OF \$ \_\_\_\_\_ a month.

OTHER (INCLUDE WHEN PAYMENTS BEGIN): \_\_\_\_\_

SINGLE PAYMENT OF \$ \_\_\_\_\_

TWELVE MONTHLY PAYMENTS OF \$ \_\_\_\_\_ (TOTAL AMOUNT = \$ \_\_\_\_\_)

**"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."

**AGREED-UPON ENROLLMENT CHARGES:**

(Jan., June, or Sept.)

Enrollment, Payment Plan Tuition Amount	\$
One-time, non-refundable, non-transferable \$70.00 Application Fee	\$70
Material Fee	\$650
Subtotal	\$
Non-refundable, non-transferable Student Tuition Recovery Fund Fee (0.0025)	\$
Total Amount of Charges	\$

I agree to pay \$ \_\_\_\_\_ Student Initials

Students who receive a tuition adjustment of \$4,400 or more are encouraged to continue contributing their agreed upon amount for one year after graduation.

\_\_\_\_\_ Student Initials

<b>THE TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE;</b>	\$
<b>THE ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM; AND</b>	<b>\$ 27,187.50</b>
<b>THE TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT.</b>	\$

Prior to signing this enrollment agreement, you must be given a catalog or brochure and a School Performance Fact Sheet, 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, placement rates, license examination passage rates, and salaries or wages, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement.

\_\_\_\_\_ Student Initials. 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, and the most recent three-year cohort default rate, if applicable, included in the School Performance Fact Sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet.

**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 THAT THE INSTITUTION'S CANCELLATION AND REFUND POLICIES HAVE BEEN CLEARLY EXPLAINED TO ME.**

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(Signature of Student)

(Date)

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(Signature of School Official)

(Date)

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(Title of School Official)

**THIS AGREEMENT IS LEGAL AND BINDING ONLY IF SIGNED BY THE STUDENT AND ACCEPTED BY THE INSTITUTION.**

**ALL INSTRUCTION IS PROVIDED AT 17100 SUPERIOR ST. NORTHRIDGE, CA 91325**

<b>BOOK TITLES AND ADDITIONAL MATERIALS:</b>		<b>COST</b>
	\$	
	\$	
	\$	
	\$	
	\$	