**Enrollment Agreement**

## PDX Code Guild, LLC

**2828 SW Corbett Ave #208**

**Portland OR 97201**

**(541) 602-6215**

**PDXCodeGuild.com**

**Info@PDXCodeGuild.com**

**STUDENT INFORMATION:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** |  | | | |
| **Date Of Birth** |  | **Social Security #** | |  |
| **Address** |  | | | |
| **Phone Number** |  | | | |
| **E-Mail** |  | | | |
| **Emergency Contact** |  | | | |
| **Relationship** |  | | **Telephone #:** |  |

**STUDENT DEMOGRAPHICS:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Gender** |  | | | | |
| **Are you a veteran of the US Armed Forces?** |  | **Disability Status** |  | **Last HighSchool Attended/** |  |
| **HS Graduation Status** |  |
| **National Origin** | **White** | | | | |
| **Ethnicity (Check )** | **\_\_\_\_Hispanic or Latino, \_\_\_\_Native American or Alaskan Native**  **\_\_\_\_African American \_\_\_\_\_White \_\_\_\_Asian \_\_\_\_Native Hawaiian or Pacific Islander** | | | | |

**PROGRAM INFORMATION:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Program:** | 12-Week Python-Based Developer Bootcamp | | |
| **Program Description:** | **Python, HTML, CSS, JavaScript, Django, Capstone** | | |
| **Program Length in Hours** | **360 hours,** | | |
| **Days Class Meets:** | **M-F** | | |
| **Number of hours/week** | **30** | | |
| **Time Class Begins:** | **9:30 am** | **Time Class Ends:** | **4:30pm** |
| **Enrollment Date:** |  | **Start Date:** | **August 15, 2017** |
| **Anticipated End Date:** | **May 22th, 2017** | **Maximum time to Complete Program:** | **two weeks past last date of class.** |
| **Number of Weeks:** | **12** | **Total Credit/Clock Hours:** | **360** |

**TUITION:**

|  |  |  |
| --- | --- | --- |
| **TERMS OF CONTRACT** | | |
| **Tuition Cost:** | **$8500.00** | **Terms of Installment Payment Plan (if used):** |
| **Other:** |  |  |
| **Discount:** | **($500)** | **If paid in full on or before 1st day of bootcamp or paid as originally arranged.** |
| **TOTAL PROGRAM COST:** | **$** |  |

**Discounts Available**

**Discounts may be available for classes that run three or more months in length. See school website for updated list of discounts.**

Discounts are granted only to students who complete the class with a grade of pass or pass with distinction and make payment as agreed upon in the student’s enrollment agreement. If a student receiving a discount drops out of class for any reason, including leave of absence, discount will be revoked and prorated tuition refund due will be calculated at full tuition price.

**CANCELLATION AND REFUND POLICIES (OAR 581-045-0036)**

Cancellation: A student may cancel enrollment by giving written notice to the school. Unless the school has discontinued the program of instruction, the student is financially obligated to the school. If cancellation occurs within five business days of the date of enrollment, and before the commencement of classes, all monies specific to the enrollment agreement shall be refunded;

If cancellation occurs after five business days of the date of enrollment, and before the commencement of classes, the school may retain only the published registration fee. Such fee shall not exceed 15 percent of the tuition cost, or $150, whichever is less;

Withdrawal Procedure: Tuition refunds will be determined as follows: If withdrawal or termination occurs after the commencement of classes and before completion of 50 percent of the contracted instruction program, the student shall be charged according to the published class schedule. The student shall be entitled to a pro-rated refund of the tuition when the amount paid exceeds the charges owed to the school. In addition to the pro-rated tuition, the school may retain the registration fee, book and supply fees, and other legitimate charges owed by the student. If a student receiving a discount drops out of class discount will be revoked and prorated tuition due will be calculated at full tuition price;

If withdrawal or termination occurs after completion of 50 percent or more of the program, the student shall be obligated for the tuition charged for the entire program and shall not be entitled to any refund;

|  |  |
| --- | --- |
| Proportion of Total Program Taught by Withdrawal Date | Pro-rated Tuition Refund |
| Up to 50% | % of tuition equal to % of program taught up to withdrawal date. |
| 51% or more | No Refund |

For additional information on refunds please see the Financial Aid, Discounts, Refunds, and Other Money Matters FAQ at <http://www.ode.state.or.us/teachlearn/specialty/pcs/faqfinancialaid.pdf>.

Advanced Deposits: Per OAR 581-045-0008, Advanced Deposits, “Prior to the beginning of classes, no private career school shall require from an enrollee an advance deposit in excess of twenty (20) percent of the total tuition and fees. This limitation shall not apply to federal and state financial aid payments received by the school.

**NOTICE TO STUDENT/BUYER:**

1. Do not sign this agreement before you have read it or if it contains any blank spaces.
2. This agreement is a legally binding instrument. The contract is binding only when the agreement is accepted, signed, and dated by the authorized official of the school or the admissions officer at the school’s principal place of business. Read all pages before signing.
3. You are entitled to an exact copy of this agreement and any disclosure pages you sign.
4. This agreement and the school catalog constitute the entire agreement between the student and the school.
5. Although the school may provide placement assistance, the school does not guarantee job placement to graduates upon program completion or upon graduation.
6. The school reserves the right to reschedule the program start date when the number of students scheduled is too small.
7. The school reserves the right to terminate a students’ training for unsatisfactory progress, nonpayment of tuition or failure to abide established standards of conduct.
8. The school does not guarantee the transferability of credits to a college, university or institution. Any decision on the comparability, appropriateness and applicability of credit and whether they should be accepted is the decision of the receiving institution.

**STUDENT ACKNOWLEDGMENTS**:

1. I hereby acknowledge receipt of the school’s catalog dated July 2016- July 2017 v.1A Revised April 14, 2017, which contains information describing programs offered. The school catalog is included as part of this enrollment agreement and I acknowledge that I have received a copy of this catalog.

\_\_\_\_\_\_ Student initials

1. I hereby acknowledge receipt of the equipment and supplies provided and a list of the equipment and supplies I will need to purchase separately.

\_\_\_\_\_\_ Student initials

1. I have carefully read and received an exact copy of this enrollment agreement.

\_\_\_\_\_\_ Student initials

1. I understand that the school may terminate my enrollment if I fail to comply with attendance, academic, and financial requirements or if I fail to abide by established standards of conduct, as outlined in the school catalog. 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

1. I understand that the school does not guarantee job placement to graduates upon program completion or upon graduation.

\_\_\_\_\_\_\_ Student initials

1. I understand that complaints, which cannot be resolved by direct negotiation with the school in accordance to its written grievance policy, and are in direct violation of an Oregon Revised Statute (ORS) or an Oregon Administrative Rule (OAR) may be filed with the Higher Education Coordinating Commission |  775 Court Street NE, Salem, OR 97301  All student complaints must be submitted in writing.

\_\_\_\_\_\_\_ Student initials

1. I understand that if I am awarded a discount and subsequently drop the program for any reason, including leave of absence, or if I am expelled for any reason, the discount will be revoked and that any prorated tuition due will be calculated at full tuition price. Full tuition price is $\_8000.00\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_ Student initials

Any inquiry a student may have regarding this contract may be made in writing to PDX Code Guild 2626 SW Corbett Ave, Portland, OR 97201 or to the Office of Private Postsecondary Education |  775 Court Street NE, Salem, OR 97301

**CONTRACT ACCEPTANCE**

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

Signed this \_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20 \_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Student

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of School Official Date

**REPRESENTATIVE’S CERTIFICATION:**

I hereby certify that Polina Jastrzebska has been interviewed by me and in my judgment, meets all requirements for acceptance as a student in the Python-Based Developer Bootcamp at PDX Code Guild LLC as described in the school catalog.

I further certify that there have been no verbal or written agreements or promises other than those appearing on this agreement.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of School Official Date

PDX Code Guild, LLC prohibits discrimination against its students, employees, and applicants on the bases of sex, age, race, color, ethnic origins, sexual orientation economic status, gender expression, size, physical ability, learning styles, nationality, religion, or thought, in enrollment, employment or in any program or activity conducted or funded by PDX Code Guild LLC.

Schools that offer short-term programs designed to be completed in one (1) term or four (4) months, whichever is less, can require payment of all tuition and fees on the first day instruction begins.

For programs designed to be four (4) months or longer, a school cannot require more than one (1) term or four (4) months of advanced payment of tuition at a time. When fifty (50) percent of the program has been offered, the school can require payment of all tuition.