CODING DOJO
STUDENT ENROLLMENT AGREEMENT

This enrollment agreement is between Coding Dojo, Inc., and:

MICHELLE SONG	mksh0725@gmail.com	+15712290073
Student Name (please print)	Email Address	Telephone

N/A	162911
Social Security Number (SSN)	Student ID

43860 Artsmith Ter.	ASHBURN	VIRGINIA	20147
Physical Address	City	State	Zip

Sang Hyeon Song	Spouse	5714203463
Emergency Contact	Relationship	Phone #

The school agrees to provide the following training[1]:

Software Development Online Part-Time Flex	3600 136th PL SE #300	Bellevue	WA	98006
Course or Program Title	Physical Address	City	State	Zip

Feb. 07, 2022	Aug. 26, 2022	28	10	280
Start Date	Completion Date	weeks	hours/week	total hours[2]

AGREEMENT NOTICE:

This agreement will be binding only when it has been fully completed, signed, and dated by the student and an authorized representative of the school prior to the time instruction begins.

TUITION COST:

Program Tuition	$ 8,895.00
Registration Fee	$ 100.00
Early Registration Discount	$ 250.00
Full Payment Discount	$ 0.00
Scholarship:	$ 0.00
Promotion/Referral:	$ 0.00
TUITION DUE	$ 8,745.00

* Students are permitted up to two (2) retakes of a stack within the program (instead of withdrawal and re-enroll), These retakes can be on the same or different stacks. Each retake, required or elective, will incur a cost of $500. In the event that mitigating circumstances are determined to be the reason for the need of a retake, up to one (1) of the retake fees may be waived.

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STANDARD PAYMENT SCHEDULE:

Payment Schedule: Please log into your 3rd party lenders' website or dashboard to view your payment schedule.

CLASS SCHEDULE

Program Name	Schedule
Software Development Onsite Full-Time	Monday - Friday, 9am – 11am, 2pm - 3pm (3hrs)
Software Development Online Full-Time	Monday - Friday, 9am – 11am, 2pm - 3pm (3hrs)
Software Development Online Part-Time Accelerated (all stacks)	Monday/Wednesday or Tuesday/Thursday, 5:00pm - 6:00pm (1hr)
Software Development Online Part-Time Flex	Monday - Thursday, day varies 5:00pm - 6:00pm (1hr)
Data Science Online Part-Time	Monday/Wednesday or Tuesday/Thursday 5:00pm - 6:00pm (1hr)
Cybersecurity Online Part-Time	Monday/Wednesday or Tuesday/Thursday 5:00pm - 7:00pm (2hrs)
UX/UI Design Online Part-Time	Tuesday/Thursday, 5:00pm - 7:00pm (2hrs)

*Class Schedules above are based on Pacific Time Zone and may be subject to change based on your program location.

CHANGES TO AGREEMENT NOTICE:

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 representative of the school and by the student, or student's parent or guardian if he/she is a minor.

CANCELLATION AND REFUND POLICY:

Rejection: An applicant rejected by the school is entitled to a refund of all monies paid.

Three-Day Cancellation: An applicant who provides written notice of cancellation within three (3) business days, excluding weekends and holidays, of executing the enrollment agreement is entitled to a refund of all monies paid, excluding the $100 non-refundable registration fee.

Other Cancellations: An application requesting cancellation more than three (3) days after executing the enrollment agreement and making an initial payment, but prior to the first day of class is entitled to a refund of all monies paid, less a maximum tuition fee of 15% of the stated cost of the course or $100, whichever is less.

Incomplete Documentation: A student has through the first Friday of the program to complete any pending documentation requirements for enrollment. In the event documentation is not completed, the student will be withdrawn from the program. The student will receive a full refund under these circumstances, unless the student requests to re-enroll for the next program start date, where all paid amounts will be applied to the new program.

WITHDRAWAL PROCEDURE:

A. A student choosing to withdraw from the school after the commencement of classes is to provide a written notice to the Director of the school. The notice must include the expected last date of attendance and be signed and dated by the student.

B. If special circumstances arise, a student may request, in writing, a leave of absence, which should include the date the student anticipates the leave beginning and ending. The withdrawal date will be the date the student is scheduled to return to from the leave of absence but fails to do so.

TUITION REFUNDS WILL BE CALCULATED AS FOLLOWS:

If the student completes this amount of training:	The school may keep this percentage of the tuition cost:
Less than 25%	10%
25% but less than 50%	25%
50% but less than 75%	75%
More than 75%	100%

1. When calculating refunds, the official date of a student's termination is the last day of recorded attendance:

   a) When the school receives notice of the student's intention to discontinue the training program; or

   b) When the student is terminated for a violation of a published school policy which provides for termination; or,

   c) When a student, without notice, fails to attend classes for thirty calendar days.

2. All refunds must be paid within thirty calendar days of the student's official termination date.

3. If you intend to withdraw from the program for any reason, you must complete a Withdrawal Form to facilitate the refund process.

VA REFUND POLICY:

If an enrolled VA beneficiary fails to enter the program, withdraws, or is dismissed prior to completing the course, Coding Dojo will refund the unused or pro rata portion of the tuition and fees, paid on their behalf, directly to the VA in accordance with applicable regulations. Any portion of tuition and fees paid by the student will be refunded according to the state specific refund regulations.

VA beneficiary students will be responsible for covering any outstanding tuition/fees owed to the school after repayment has been made to the VA, in accordance with the state specific refund policy.

Example: A student's Enrollment Agreement states Coding Dojo is entitled to 50% of tuition if the student withdraws between 25% and 50% of the program. The VA beneficiary withdraws at 40% through the program. The school will repay the VA the prorated amount for 60% of the tuition, leaving 10% for the student to repay directly to the school.

LATE PAYMENTS:

Tuition not paid according to the payment schedule set forth in this Agreement will be considered late. If tuition is not paid in full within 15 days of due date, it will accrue interest at a rate of 7% compounded monthly. If tuition is not paid in full within 25 days of due date, the remaining balance may be sent to a third party debt collection agency.

NOTICE TO 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. Both sides of 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 both sides 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 will 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 with 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.

CANCELLATION OF CONTRACT:

If you have not started training, you may cancel this contract by submitting written notice of such cancellation to Coding Dojo at its address shown on the contract or as an email to support@codingdojo.com. The notice must be postmarked no later than midnight of the fifth business day (excluding Sundays and holidays) following your signing this contract; the written notice may also be personally or otherwise delivered to the school within that time. In event of dispute over timely notice, the burden to prove service rests on the applicant.

UNFAIR BUSINESS PRACTICES:

It is an unfair business practice for the school to sell, discount, or otherwise transfer this contract or promissory note without the signed written consent of the student or his/her financial sponsors if he/ she is a minor, and a written statement notifying all parties that the cancellation and refund policy continues to apply.

LEAVE OF ABSENCE AND POSTPONEMENT:

Due to the fast pace and short time span, leaves of absences are disruptive to the curriculum style and can significantly hinder student success. If a student has a situation that requires them to miss more than the allotted absences, the student will be withdrawn from the program and any refunds will be processed. If you decide to come back later, and were previously in good standing, you can enroll in the next available cohort. Please talk with your campus staff regarding your options before making any decisions to leave the program.

Active military service members that are called to active duty during the program are permitted a leave period of up to eight (8) weeks. Students with written documentation of an emergency situation are permitted a leave period of up to eight (8) weeks. Upon return, the student will start at the beginning of the course they were in when they were called away.

Students are also permitted a Leave of Absence up to 8 weeks for extensive medical circumstances and will require documentation signed by a licensed health professional.

A student may postpone once per program, for up to 4 weeks, given outside circumstances and will need documentation for Force Majeure or Mitigating Circumstances, accepted as a signed document or signed written statement. The postponement will extend from the date of request until the next start date of either the same stack or the next stack in sequence.

ACADEMIC DISMISSAL AND EXPULSION:

The following criteria will result in immediate review for Academic Dismissal.

1.   Three or more times on Academic Probation for any reason, including but not limited to Academic Dishonesty

2.   Following two retakes during the program, provided the student does not meet graduation requirements

The following criteria will result in immediate expulsion review.

1.   Harassment or discrimination of any kind against staff or fellow students, or other violation(s) of the student's Code of Conduct

2.   Academic Dishonesty on exam

3.   Two or more times on Academic Probation due to Academic Dishonesty on assignments

A student will be notified via email of our need for a meeting regarding any potential review of academic dismissal or expulsion. This meeting will be the opportunity to discuss the findings with the student and for the student to discuss the circumstances and any requests for leniency.

Following this meeting, regardless of whether or not the student attends, Coding Dojo will make a determination on the provided evidence for academic dismissal or expulsion and notify the student in a follow-up email of their program status and next steps.

Students who are withdrawn via an Academic Dismissal are treated as a standard withdrawal and are eligible for standard refund and prorate policies based on their state's laws and their program enrollment agreement.

Students who are expelled are not eligible for a refund. Coding Dojo reserves the right to keep up to 100% of all tuition paid or due on the program when students are expelled from a program. Furthermore, students who are expelled are not eligible to reapply for a new or different program with Coding Dojo.

READMISSION:

Students who have been withdrawn from a program may request re-entry into a later program, unless the reason for the previous withdrawal was a code of conduct violation or other form of expulsion. A re-entry request will be considered when the reasons which caused the withdrawal have been rectified. Students may join the next available cohort start date and will be charged at the current published tuition rates.

STUDENT ACKNOWLEDGMENTS:

1. I hereby acknowledge receipt of the school's catalog, which contains information describing programs offered, and equipment/supplies provides. The school catalog is included as part of this enrollment agreement and I acknowledge that I have received a copy of this catalog.
   <u>MS</u>   Student initials

2. I have carefully read and received an exact copy of this enrollment agreement.
   <u>MS</u>   Student initials

3. 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.
   <u>MS</u>   Student initials

4. I understand that the school does not guarantee job placement to graduates upon program completion or upon graduation.
   <u>MS</u>   Student initials

5. I understand that complaints, which cannot be resolved by direct negotiation with the school in accordance to its written grievance policy, may be filed with the State Council of Higher Education for Virginia, 101 N. 14th Street, 9th Floor, James Monroe Building, Richmond, VA 23219. All student complaints must be submitted in writing.
   <u>MS</u>   Student initials

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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 Official. 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 Coding Dojo.

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

MICHELLE SONG   Jan. 10, 2022
_____   _____
Student Name (please print)   Date

Accepted by:
MICHELLE SONG
1641772800 - c870830efc95c0b700198d5024f13021
_____
Signature

_____   _____
Parent/Guardian Name if under 18 (please print)   Date

_____
Signature

MICHAEL CHOI   _____
_____
Authorized School Representative (please print)   Date

_____
Signature

REPRESENTATIVE'S CERTIFICATION:

I hereby certify that __MICHELLE SONG_____ has been interviewed by me and in my judgment, meets all requirements for acceptance as a student in the __Software Development Online__ __Part-Time Flex__ (program name) at Coding Dojo 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.

_____   _____
Authorized School Official (please print)   Date

_____
Signature

ATTACHMENT A: NOTICE OF FINANCIAL OBLIGATION

ACKNOWLEDGMENT BY ENROLLEE

1. I understand and accept that any contract for training I enter into with the above named school contains legally binding obligations and responsibilities.

2. I understand and accept that repayment obligations will be placed upon me by any loans or other financing arrangements I enter into as a means to pay for my training.

3. I understand that any enrollment contract I enter into will not be binding or take effect for at least five days, excluding Sundays and holidays, following the last date such a contract is signed by the school and me, provided that I have not entered classes.

MICHELLE SONG	Jan. 10, 2022
Student Name (please print)	Date

Accepted by:
MICHELLE SONG
1641772800 - c870830efc95c0b700198d5024f13021

Signature

ACKNOWLEDGMENT BY SCHOOL

Prior to being enrolled in this school, the applicant whose name and signature appears above has been made aware of the legal obligations he/she takes on by entering into a contract for training. Those discussions included cautions by the school about acquiring an excessive debt burden that might become difficult to repay given employment opportunities and average starting salaries in his/her chosen occupation

MICHAEL CHOI	
Authorized School Representative (please print)	Date

Signature