



CODING DOJO

STUDENT ENROLLMENT AGREEMENT

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

| | | |
|------------------------------|----------------------------|----------------|
| SKYLAR WHITEMAN | skylarwhiteman50@gmail.com | +17204750212 |
| Student Name (please print) | Email Address | Telephone |
| N/A | 169314 | |
| Social Security Number (SSN) | Student ID | |
| 589 elbert way | DENVER | COLORADO 80221 |
| Physical Address | City | State Zip |
| debi | mother | 7204750212 |
| Emergency Contact | Relationship | Phone # |

The school agrees to provide the following training¹:

| | | | |
|---------------------------------------|-------------------------------|-------|--------------------------|
| Software Development Online Full-Time | 3600 136th PL SE #300Bellevue | WA | 98006 |
| Course or Program Title | Physical Address | City | State Zip |
| May. 16, 2022 | Aug. 26, 2022 | 14 | 40 |
| 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 | \$ 16,395.00 |
| Registration Fee | \$ 100.00 |
| Early Registration Discount | \$ 250.00 |
| Full Payment Discount | \$ 0.00 |
| Scholarship: Career Reinvention | \$ 1,000.00 |
| Promotion/Referral: Open House Voucher | \$ 100.00 |
| STRF (non-refundable) | \$ 0.00 |
| TUITION DUE | \$ 15,145.00 |

* 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.

¹ Please see Attachment A

² Exclusive of individual time spent on homework and study

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 POLICY¹:

1. The school must refund all monies paid if the applicant is not accepted. This includes instances where a starting class is cancelled by the school.
2. The school must refund all monies paid if the applicant **cancels within five (5) business days (excluding Sundays and holidays) after the day the contract is signed or an initial payment is made, as long as the applicant has not begun training.**
3. The school may retain an established registration fee equal to ten percent of the total tuition cost, or one hundred dollars (\$100), whichever is less, if the applicant cancels past the fifth business day after signing the contract or making an initial payment. A registration fee is any fee charged by a school to process student applications and establish a student record system.
4. A student has until 5:00pm PT on the Thursday prior to the program start date to complete any pending documentation requirements for enrollment. In the event documentation is not completed, the student's start will be delayed until the subsequent cohort, unless the student requests cancellation.

¹ Please see Attachment A

5. If training is terminated after the student enters classes, the school may retain the registration fee established under (3) of this subsection, plus a percentage of the total tuition as described in the following table:

| If the student completes this amount of training: | The school may keep this percentage of the tuition cost: |
|--|---|
| Five (5) program days (one week) or up to 10%, whichever is less | 10% |
| More than one week or 10% whichever is less but less than 25% | 25% |
| 25% but less than 50% | 50% |
| More than 50% | 100% |

6. When calculating refunds, the official date of a student's termination is the last day of recorded attendance:
- When the school receives notice of the student's intention to discontinue the training program; or
 - When the student is terminated for a violation of a published school policy which provides for termination; or,
 - When a student, without notice, fails to attend classes for thirty calendar days.
7. All refunds must be paid within thirty calendar days of the student's Withdrawal Form signed date.
8. If you intend to withdraw from the program for any reason, you must complete a Withdrawal Form to facilitate the refund process.

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:

Do not sign this agreement before you read it or if it contains any blank spaces. This is a legal instrument. All pages of this contract are binding. Read both sides of all pages before signing. You are entitled to an exact copy of the agreement, school catalog, and any other papers you may sign, and are required to sign a statement acknowledging receipt of those.

PLACEMENT SERVICES AND REPORTING:

Coding Dojo makes every effort to ensure that Alumni are job ready. The Career Services provides guidance and advice in navigating the tech industry -- job search, resume, networking, interview, etc. However, Coding Dojo does not guarantee job placement, hiring, or salary in any manner.

⁵ Amount of training student completes

Certain state regulating authorities require Coding Dojo to report post-graduation job placement data. By signing this enrollment agreement, the student acknowledges and agrees to cooperate with Coding Dojo by providing such information for a one year period after graduation, and hereby consents to Coding Dojo verifying post-graduation employment by communicating with the student's employers for hire date, position, title and compensation.

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

SCHOOL LICENSING:

This school is licensed under Chapter 28C.10 RCW.

Inquiries or complaints regarding this private vocational school may be made to:

Workforce Training and Education Coordinating Board
128 - 10th Avenue SW
Olympia, Washington 98501
Phone: 360-709-4600
Email: pvs@wtb.wa.gov
Web: wtb.wa.gov

LEAVE OF ABSENCE AND POSTPONEMENT:

Due to the fast pace and short time span, extended leaves are disruptive to the curriculum style and can significantly hinder student success. Generally, 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 the student decides to come back later and was previously in good standing, the student can enroll in the next available cohort. However, there are circumstances where a temporary leave from the program may be considered.

Communication is of utmost importance - please talk with campus staff regarding options before making any decisions to temporarily leave the program. If a student falls under an abrupt change in circumstances, it is expected that the student will make a reasonable attempt to contact staff to at least notify of ongoing concerns, ideally within 72 hours of the change in circumstances if possible (email or phone call). Failure to communicate with staff may result in the student's dismissal from the program due to falling out of compliance with the attendance policy.

Leave of Absence requests and Postponement requests may be made through the Special Request Form located on the student's Learn Platform or by emailing support@codingdojo.com for assistance. Students are permitted one Leave of Absence and one Postponement per program.

Leave of Absence

Students with proper supplementing documentation for extreme mitigating circumstances are permitted a leave of absence (LOA) period of up to eight (8) weeks. A student may utilize a leave of absence once per program. The LOA will extend from the date of request until the next start date of either the same stack or the next stack in sequence. Examples of circumstances that constitute a valid leave of absence request include but are not limited to:

- written documentation of an emergency situation
- documentation signed by a licensed health professional to account for medical circumstances for the student or individual in the primary care of the student
- Notice of death (certificate or obituary) for a close friend or relative
- Active duty military deployment or Reserve/National Guard Mobilization

Postponement

A student may postpone once per program for up to four (4) weeks and will need documentation for Force Majeure or Mitigating Circumstances, accepted as a signed document or signed written statement from the student. 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.

Mitigating circumstances are defined as any serious circumstances beyond a student's control which may have adversely affected academic performance. Examples include but are not limited to:

- serious illness or sudden deterioration of chronic illness for the student
- serious illness of a close friend or relative
- death of a close friend or relative
- extreme family situations leading to stress
- extreme financial circumstances leading to stress
- US Visa problems or change in immigration status
- Technical difficulties (e.g. broken computer)

Examples that do not constitute as mitigating circumstances include but are not limited to:

- Increases in work obligations
- Moving house (unless the student is evicted)
- Vacations, weddings, or other planned events or appointments (see excused absence policy)
- Common illnesses such as colds, flus, stomach bugs that normally would fall under the absence threshold
- Poor practice (e.g. no back up of electronic documents)
- Criminal conviction
- Being unaware of the dates/ times of submission deadlines or examination(s)
- Not being aware of the Attendance Policy, Academic Policy, or Code of Conduct

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
4. Any substance abuse policy violation

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.

¹ Please see Attachment A



CODING DOJO STUDENT ENROLLMENT AGREEMENT

CERTIFICATION:

I certify that I read and understand the cancellation and refund policy and the complaint procedure; I received a copy of the school catalog and I am entitled to an exact copy of this enrollment agreement, school catalog, and any other papers I sign.

SKYLAR WHITEMAN

Student Name (please print)

Mar. 29, 2022

Date

Accepted by:

SKYLAR WHITEMAN

1648512000 - 6b281fd35891c726fd5da77b7cf73b2

Signature

3/29/2022

Parent/Guardian Name if under 18 (please print)

Date

Skylar R Whiteman

Signature

As the authorized representative of the school, I hereby agree to the conditions set forth herein.

MICHAEL CHOI

Authorized School Representative (please print)

Date

Signature

ATTACHMENT A: NOTICE OF FINANCIAL OBLIGATION:**ACKNOWLEDGEMENT 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.

SKYLAR WHITEMAN

Student Name (please print)

Mar. 29, 2022

Date

Accepted by:

SKYLAR WHITEMAN

1648512000 - 6b281fd35891c726fd5da77b7cf73b2

Signature

ACKNOWLEDGEMENT 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)

3/29/2022

Date

Skylar r Whiteman

Signature

HOW TO FILE A COMPLAINT

DISCUSSION ABOUT COMPLAINT POLICY REQUIRED

First, a school representative must discuss the school's complaint policy with you. Following this discussion, you will be provided with this attachment to sign. After you sign this form, the school will give you a copy for your personal records. The school will also keep a copy on file.

ACKNOWLEDGMENT OF COMPLAINT PROCESS BY STUDENT

1. The school has described the grievance and/or complaint policy to me.
2. I understand that the policy can also be found in the school catalog.
3. I know I should first try to resolve a complaint or concern with my instructor or school administrator.
4. I understand nothing prevents me from contacting the Workforce Board at 360-709-4600 at anytime with a concern or complaint, and complaint forms are:
http://wtb.wa.gov/PCS_Complaints.asp.
5. I understand that I have one year to file a complaint from my last date of attendance.
6. I further understand that in the event of a school closure, I have 60 days to file a complaint.
7. I also understand that complaints are public records.
8. Finally, I acknowledge that details about the complaint process, my rights, and any restrictions on the time I have to file a complaint can be found at http://wtb.wa.gov/PCS_Complaints.asp.

Name: SKYLAR WHITEMAN

Accepted by:
Signature: SKYLAR WHITEMAN
1648512000 - 6b281fd35891c726fd5da77b7cf73b2

Date: Mar. 29, 2022

ACKNOWLEDGMENT BY SCHOOL

Prior to being enrolled in this school, the applicant, whose name and signature appear above, has been made aware of the school's complaint policy.

Name: MICHAEL CHOI

Signature: Skylar r whiteman

Date: 3/29/2022