

**Pro-Tech Life Safety Services  
1380 Sanderson Ave  
Anaheim, CA 92806**

**Enrollment Agreement**

Student Name \_\_\_\_\_ Student ID Number: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Country \_\_\_\_\_

Program Start Date \_\_\_\_\_ Program Scheduled Completion Date \_\_\_\_\_

**Period Covered by Enrollment Agreement**

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

Program Name	Length in Hours
_____	_____

**Students Right to Cancel**

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session or the seventh day after enrollment, whichever is later. If the student has received federal student financial aid funds, the student is entitled to a refund of money not paid from federal student financial aid program funds.

**Classroom Programs**

A notice of cancellation for the current term or from the school shall be in writing and submitted to the school administrative office. A withdrawal for the current term or from the school may be effectuated by the student's written notice or by the student's conduct, including, but not limited to a student's lack of attendance. The institution shall refund one hundred percent of the amount paid for institutional charges, less a reasonable registration fee of two hundred and fifty dollars (\$250).

The institution shall issue a refund for unearned institutional charges if the student cancels an enrollment agreement or withdraws during a period of attendance. The refund policy for students who have completed sixty percent or less of the period of attendance shall be a pro rata refund. The institution shall pay for credit refunds within 45 days of a student's cancellation or withdrawal.

## **Student Tuition Fund Disclosures**

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. 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 either by cash, guaranteed student loans, or personal loans and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies

1. You are not a California resident, or are not enrolled in a residency program or
2. Your total charges are paid by a third party, such as an employer, government program or other payer and you have no separate agreement to repay the third party

(b) In addition to the statement described under subdivision (a) of this section, a qualifying institution shall include the following statement on its current schedule of student charges.

“The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education. You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school’s failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school’s failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove and collect on a judgment against the institution for a violation of the Act.

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

### **Prior to Signing This Enrollment Agreement**

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 relation to completion rates, placement rates, license examination passage rates, salaries or wages, and the most recent three year cohort default rate, if applicable, prior to signing this agreement.

**Students Initials** \_\_\_\_\_ “I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, 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, initiated and dated this information provided in the School Performance Fact Sheet”

### **Refund Policy**

If the student cancels an enrollment agreement or withdraws during a period of attendance, the refund policy for students who have completed 60 percent or less of the period of attendance shall be a pro rata refund. A pro rata refund pursuant to section 94919(c) of 94927 of the code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows: The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.

For purposes of determining a refund, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in this institutions catalog.

You must exercise your right to cancel or withdraw on or before this date \_\_\_\_\_.

If an institution has collected money from a student for transmittal on the student’s behalf to a third party for a bond, library usage, or fees for a license, application or examination and the institution has not paid the money to the third party at the time of the student’s withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student’s withdrawal or cancellation.

If the student has received federal student financial aid funds, the student is entitled to a refund of money not paid from federal student financial aid program funds.

This institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled.

Any questions a student may have regarding this enrollment agreement that have not be satisfactorily answered by this institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capital Oaks Drive, #400 Sacramento, CA 95833, P.O. Box 980818, West Sacramento, CA 95798-0818, [www.bppe.ca.gov](http://www.bppe.ca.gov), (888) 370-7589 or by fax (916) 263-1897.

“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)”

**Notice Concerning Transferability of Credits and Credentials Earned at our Institution**

“The transferability of credits you earn at Pro-Tech Life Safety Services is at the complete discretion of an institution to which you may seek transfer. Acceptance of the diploma or certificate you earn in Emergency Medical Technician (EMT-B) program is also at the complete discretion of the institution to which you may seek to transfer, you may be required to repeat some or all of your coursework 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 Pro-Tech Life Safety Services to determine if your diploma or certificate will transfer”

**Notice:**

A student or any member of the public may file a complaint about the institution with the Bureau for Private Post Secondary Education by calling (888) 370-7589 or by completing a complaint form which can be obtained on the bureau's Internet Website at [www.bppe.ca.gov](http://www.bppe.ca.gov)

**Fees**

Total Program Tuition	\$ 975.00
Total Books, Materials, Supplies, Media	\$ 0
Registration Fee (Non-Refundable)	\$ 200
Equipment	\$ 0
Assessment Fees for Transfer of Credit	\$ 0
Fees to Transfer Credit	\$ 0
Fees Paid to Other Entities	\$ 0
Other Charges	\$
STRF Fee	\$

1. TOTAL CHARGES FOR CURRENT PERIOD OF ATTENDANCE
2. ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM
3. TOTAL CHARGES OBLIGATED TO BE PAID UPON ENROLLMENT

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan, plus interest, less the amount of any refund.

If the student is eligible for al on guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

1. The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
2. The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

I understand that this is a legally binding contract when signed by the student and accepted by the institution.

**I understand that this is legally binding contract. My signature below certifies that I have read, understood and agreed to my rights and responsibilities, and that the institutions cancellation and refund policies have been clearly explained to me.**

Students Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

For Office Use Only

Schools Signature \_\_\_\_\_ Date Signed \_\_\_\_\_