

ROSSTON SCHOOL OF HAIR DESIGN

1442 W.Holt Blvd., Ontario, CA 91762 | P: 909.395.0464 | F: 909.395.0461 | www.rosstonbarbercollege.com

BARBER PROGRAM ENROLLMENT AGREEMENT

PLEASE PRINT OR TYPE (circle where necessary)			<input type="checkbox"/> New Student	<input type="checkbox"/> Re-Entry
Student Applicant Legal Name				
_____	_____	_____		
(First)	(Middle)	(Last)		
Social Security # _____ - _____ - _____		Date of Birth _____ - _____ - _____	Driver's ID: _____	
Primary Phone: (_____) _____ - _____		Cell Home Work	Other Phone: (_____) _____ - _____	
		Cell Home Work		
Address _____		City _____	State _____	Zip _____
E-Mail _____				

A. EDUCATIONAL SERVICE (The educational program that I will be taking.)

Program: Barber Program . Total Clock Hours: 1,500 . Approximate Number of Weeks: 38 , at full time.

This student will be part of the _____ Cohort.

Enrollment Agreement Period - Start Date: _____ Completion Date: _____

Enrollment Agreement Period Program - Start Date: _____ Program Scheduled Completion Date: _____

Program Hours are from 9:00am to 5:30pm . Eight hours per day, closed half an hour for lunch. The Program runs Monday through Friday, closed on Saturday and Sunday, plus major holidays.

Hours are from _____ to _____ On the following days of the week: Mon Tues Wed Thurs Fri Sat

B. TUITION AND FEES (The costs listed are amounts that I will be required to pay for this program of study.)

Registration and Application Fee, Non-Refundable.	\$250.00
Tuition. See Section D, below, for Refund rules.	\$6,500.00
Tools and Equipment, Refundable if not used.	\$500.00
Books, Refundable if not used.	\$250.00
California Student Recovery Fund (STRF), Non-Refundable	\$0.00*
Total Student Cost for Program	\$7,500.00

* The State of California was not assessing/collecting the STRF fee at the time of this student's enrollment.

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Additional Fee, paid by the graduate: California Board of Barbering and Cosmetology, Barbering examination and initial license fee \$ 125.00.

Additional Fees, if applicable: Return check fee \$15.00

Wonderlic Test fee \$20.00

Overtime Hourly Fee \$6.00 per hour

C. PAYMENTS (These are the payments you will make during the term of your course of study.)

ROSSTON SCHOOL OF HAIR DESIGN provides an in-house student payment plan at a zero-percent interest rate for 10 months.

- Registration and Application Fee, Non-Refundable: \$250.00
- Barbering Program, tuition, supplies, tools, books, down payment: \$750.00
- Total Due at time of Registration/Enrollment: \$1,000.00

- Cash \$ _____
- Credit Card \$ _____ Credit Card Number: _____ Exp. Date: _____
- Sponsor \$ _____ Sponsor Name: _____
- Check \$ _____ Check Number: _____
- Other \$ _____ Describe: _____

Initial Payment Total _____

Remaining Balance Due _____ This is the amount you will be paying on a monthly basis.

MONTHLY PAYMENT AGREEMENT:

A total of _____ will be paid in _____ monthly installments of _____ due on the first of each month commencing on _____.

Student initials: _____

D. REFUND POLICY

STUDENT'S RIGHT TO CANCEL

1. **You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund of tuition if you have completed 60 percent or less of the scheduled hours in your program through the last day of attendance.**

Cancellation of this agreement can occur up to: _____ Date _____ Student initials: _____

2. Cancellation may occur when the student provides a written notice of cancellation at the following address: Rosston Hair Design, 1442 W. Holt Blvd. Ontario, CA 91762. This can be done by mail or by hand delivery.
3. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
4. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
5. **If the Enrollment Agreement is cancelled the school will refund the student any money, he/she paid, less the registration or administration fee not to exceed \$250.00, and less any deduction for tools, equipment and books not returned unused, within 15 days after the notice of cancellation is received.**

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WITHDRAWAL FROM THE PROGRAM

You may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled hours in your program through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$250.00, and less any deduction for equipment not returned unused, within 15 days of withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class for 14 days.
- The student fails to return from a leave of absence.

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the hourly charge for the program (total institutional charge, minus non-refundable fees, divided by the number of hours in the program), multiplied by the number of hours scheduled to attend, prior to withdrawal. For the purpose of determining when the refund must be paid, the student shall be deemed to have withdrawn at the end of 14 consecutive days

If any portion of the tuition was paid from the proceeds of a loan or third party, including any governmental agency, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student.

E. ADDITIONAL DISCLOSURES AND UNDERSTANDINGS

1. The ROSSTON SCHOOL OF HAIR DESIGN is licensed to operate by the California Department of Consumer Affairs, the Bureau for Private Postsecondary Education (BPPE).
2. The ROSSTON SCHOOL OF HAIR DESIGN is not accredited by any public or private institution.
3. If a student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:
 - a. 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.
 - b. 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.
4. If the student has obtained a loan, of any type or from any lender, the student will have the obligation and responsibility to repay that loan in full, plus any interest, less any refunds returned to the lender.
5. **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION.** For students who change from one program of instruction to another, Rosston shall grant credit for training obtained in one course that is identical to training required. The transferability of credits you earn at Rosston School of Hair Design is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the Barber Program is also at the complete discretion of the institution to which you may seek to transfer. If the credits or certificate that you earn at this institution are not accepted at the institution to which you 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

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to which you may seek to transfer after attending Rosston School of Hair Design to determine if your credits or certificate will transfer.

6. **Attendance Policy** All hours attended are recorded by using a time clock that each student is responsible for clocking in and out. Attendance must be maintained at an average of 67 percent of the scheduled attendance if the student is expected to complete the course of study within the maximum timeframe stated in the Satisfactory Academic Progress Policy. An absence may be excused by calling-in the same day prior to the beginning of class or providing documentation. Students are required to make-up lessons and exams missed due to absences. If the student is absent for two (2) consecutive weeks/fourteen (14) days (in a row) the school will withdraw him/her. The instructor in charge will review excessive tardies and/or absences with the student to determine possible action.
7. **School Catalog.** Information about Rosston School of Hair Design is published in a school catalog that contains a description of certain policies, procedures, and other information about the school. Rosston School of Hair Design reserves the right to change any provision of the catalog at any time. Notice of changes will be communicated in a revised catalog, an addendum or supplement to the catalog, or other written format. Students are expected to read and be familiar with the information contained in the school catalog, in any revisions, supplements and addenda to the catalog, and with all school policies. By enrolling in Rosston School of Hair Design, the Student agrees to abide by the terms stated in the catalog and all school policies.
8. **Location of Instruction:** All instruction occurs at 1442 W Holt Blvd., Ontario, CA 91762.
9. **Limited English Speakers:** Rosston School of Hair Design does not offer English as a Second Language instruction. All program instruction occurs in English. English language proficiency is documented by: the admissions interview and receipt of prior education documentation. If English is not the student's or parent/guardian's primary language, and the student or parent/guardian was unable to completely understand the terms and conditions of the enrollment agreement, the student or parent/guardian was given the opportunity to obtain a clear explanation of the terms and conditions and all cancellation and refund policies in his or her primary language.
10. **Placement assistance** is provided to our students. Additional information may be found in the School Catalog.
11. **Tools/Supplies/Books:** All tools, equipment, supplies and books for the program selected will be provided by the School at the stated charge. All tools, equipment and books must be returned new and unused if a refund is requested. All supplies are non-refundable. Lost, mutilated, or stolen items will be replaced at the expense of the student. Replacements must be pe-paid.
12. **Questions:** Any questions a student may have regarding this enrollment agreement that have not been satisfactorily answered by the institution may be directed to Board of Barbering and Cosmetology, PO Box 944226, Sacramento, CA 94244, or to the Bureau for Private Postsecondary Education, 2532 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833.
13. **Complaints:** Any student or any member of the public may file a complaint about this institution with the Board of Barbering and Cosmetology by completing a complaint form, which can be obtained on the Board's Internet Web Site, www.barbercosmo.ca.gov, or with the Bureau for Private Postsecondary Education at the Bureau's Internet Web Site, www.bppe.ca.gov.
14. **Financing:** The Student understands that if a separate party is financing his/her education, that the Student, and the Student alone, is still directly responsible for all payments and monies owed to the school listed on this agreement.
15. **Graduation Requirements:** A student will be eligible for graduation and receive a certificate upon meeting the following conditions:
 1. Completed all required hours;
 2. Received a 70% average GPA; and
 3. Cleared all financial obligations.
16. **Student Tuition Recovery Fund:** 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 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

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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.

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.

F. CATALOG AND SCHOOL PERFORMANCE FACT SHEET REQUIREMENTS

Prior to signing this enrollment agreement, you must be given a School 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 School 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.

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