

# **Exhibit A**

Start Date 2/16/16 <input checked="" type="checkbox"/> Day <input type="checkbox"/> PM <input type="checkbox"/> Evening	<b>Career Point College</b> 4522 Fredericksburg Rd., Suite A 18 San Antonio, TX 78201 (210) 732-3000  <b>ENROLLMENT AGREEMENT</b>	Source COX	Date 2/4/16	
Program Medical Assistant <input checked="" type="checkbox"/> Diploma <input type="checkbox"/> AAS Degree <input type="checkbox"/> BS Degree		810 Estimated Hours On-Campus _____ Estimated Hours Online		
Last Name Garcia	First Name Jacqueline	MI O	Home Phone _____	Second Phone _____
Address _____	Apt # _____	City _____	State _____	Zip Code _____
Completion Date 10/10/16	Social Security _____	Quarter Credits 55	Weeks/Months 34	Classes Meet M T W T F S
			Between Hours of 8:40 AM 12:30 PM	Test Score 16

Initial each paragraph:

Ja I am applying for admissions to the above named program. If accepted I understand that I will be bound by this Agreement, the Disclosures and Conditions of Enrollment (including the Additional Terms), and that these are the complete and full agreement and that no oral promises or inducements have been made to me.

Ja I agree to follow college rules, including consistent attendance, ethical conduct, preparation for classes, and any make-up classes offered. If I fail to follow college rules or fail to make satisfactory grades, I understand I could be dismissed from school.

Ja After successful completion of the program and payment in full, I will be eligible for the College's career services assistance. I understand that the college does not guarantee placement in a job nor represent how much salary I will earn.

Ja The only programs that the College offers are those contained in the catalog. Other programs are not offered. The College may offer additional programs in the future, but there is no guarantee that the College will do so.

Ja The College makes no representation whatsoever regarding transferring credits to any other college or university. You should assume credits are not transferable unless you have written approval from another school. I understand certifications and licenses may require additional study and cost.

**Tuition and Fees**

Tuition \$ 18,650  
 Other/Books \$ 790  
 Total \$ 19,440 Down-payment \$ 25 Balance \$ 19,415



The balance will be paid by student financial aid  and/or by corporate or agency sponsor  and/or by cash  and/or by installment note . Students can expect the College to increase, at least once during any calendar year, the tuition for courses and programs offered by the College.

**YOU ARE RESPONSIBLE FOR PAYING THIS AMOUNT. YOU ARE RESPONSIBLE FOR REPAYING ANY LOANS.**

I certify that I graduated from Innovative Approaches High School in 2014, or I earned my GED from \_\_\_\_\_ in \_\_\_\_\_

In consideration of the above agreements and tuition and fees, the college will admit you to its classes and provide its services.

**Truth In Lending Statement:** All prices for the courses are printed herein. There are no carrying charges, interest charges or services charges connected or charged with any of these programs. Contracts are not sold to third parties at any time. Cost of credit is included in the price cost for the goods and services.

**Notice:** Any holder of this consumer credit contract is subject to all claims and defenses which the debtor could assert against the seller of goods or services obtained pursuant hereto or with the proceeds hereof. Recovery hereunder by the debtor shall not exceed the amounts paid by the debtor.

I certify that I have reviewed this Enrollment Agreement, and the Disclosures and Conditions of Enrollment. I understand my rights and responsibilities. I will re-read these documents before the end of the Verification Period specified herein. This agreement contains all of the terms of our agreement. I understand that written or oral changes to this Enrollment Agreement and/or promises or guarantees or inducements to enroll outside of this agreement are not permitted and I certify to the college that none have been made. The agreement contains all the terms and I am fully aware of my rights and duties and agree to abide by them. "Approved and regulated by the Texas Workforce Commission, Austin, Texas."

[Signature]  
 Admissions Coordinator

[Signature]  
 Applicant

2/11/2016  
 Date

\_\_\_\_\_  
 President/Executive Director

\_\_\_\_\_  
 Parent(s)/Guardian(s)

\_\_\_\_\_  
 Date

The Disclosure and Conditions of Enrollment form is part of this agreement.

Career Point College  
 4522 Fredericksburg Rd. Suite A22  
 San Antonio, TX 78201  
 Main Campus

Career Point College  
 355 Spencer Lane  
 San Antonio, TX 78201  
 Additional Campus

Career Point College  
 3138 S. Garnett  
 Tulsa, Ok 74146  
 Branch Campus

**Cancellation Prior to Starting Class:** If you are not accepted into the college, this enrollment agreement will be cancelled and we will refund all money paid within 30 days. A full refund will also be made to any student who cancels enrollment within the student's first three scheduled class days, except that the school may retain not more than \$100 in any administrative fees charged, as well as items of extra expense that are necessary for the portion of the program attended and stated separately on the enrollment agreement. If you have not visited the college prior to enrollment, you may withdraw without penalty within three business days following a tour of the college facilities and inspection of equipment where your educational services will be provided. You will also receive a full refund within 30 days if your educational services are discontinued or your starting date is postponed.

This Enrollment Agreement may be terminated by the college for unsatisfactory academic progress, use of controlled substances on campus, conduct detrimental to the college, failure to comply with financial aid regulations or non-observance of other student regulations. If you are dismissed, you may appeal to the president/executive director of the college, whose decision will be final.

**Cancellation After Classes Have Started:** You may cancel enrollment for any reason up until the 3<sup>rd</sup> week of scheduled classes, and the college will refund any monies paid minus the registration fee, an administrative fee of \$100 and any charges for books and equipment not returned and uniforms issued. Thereafter, you may terminate your enrollment by giving written notice to the college. Such notice is effective when the college receives the notice. The written notice of cancellation need not take any particular form.

**Institutional charges upon withdrawal or termination during the first term of the first academic year:**

1. Refund computations will be based on scheduled clock hours of attendance through the last documented day of an academically related activity. Leaves of absence, suspensions, and school holidays will not be counted as part of the scheduled classes.
2. The effective date of termination for refund purposes will be the earliest of the following:
  - a. The date of termination, if the school terminates the student;
  - b. The date of receipt of written notice from the student; or
  - c. The first of the following dates when the student's participation in an academically related activity cannot be documented: at the end of the first week of each academic term, at the end of the first month of each academic term, at the midpoint of each academic term, and at the end of each academic term.
3. If tuition and fees are collected in advance of entrance, and if after expiration of the 72-hour cancellation privilege the student does not enter school, not more than \$100 shall be retained by the school.
4. If the student who enters a residence or synchronous distance education course of not more than 12 months in length terminates or withdraws after the expiration of the 72 hour cancellation privilege, the school may retain \$100 of the tuition and fees and the minimum refund of the remaining tuition and fees will be the pro rata portion of the course or program for which the student has been charged after the effective date of termination bears to the total hours in the portion of the course or program for which the student has been charged, except that a student may not collect a refund if the student has completed 75 percent or more of the total number of hours in the portion of the program for which the student has been charged on the effective date of termination.
5. Refunds for books, tools, or other supplies should be handled separately from refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books and tools until such time as these materials are required. Once these materials are purchased, no refund will be made.
6. A student who withdraws from an appropriate reason unrelated to the student's academic status after the 75 percent completion mark and request a grade at the time of withdrawal shall be given a grade of "incomplete" and permitted to re-enroll in the course or program during the 12-month period following the date the student withdrew without payment of additional tuition for that portion of the course or program.
7. A full refund of all tuition and fees is due and refundable in each of the following cases:
  - a. An enrollee is not accepted by the school;
  - b. If the course of instruction is discontinued by the school and this prevents the student from completing the course; or
  - c. If the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or representations by the owner or representative of the school.
8. Refunds will be totally consummated within 60 days after the effective date of termination.

If you receive Title IV student financial assistance (Federal Pell Grants, Federal Supplemental Grants, Academic Competitiveness or SMART Grants, or Federal Family Education Loans), special rules apply when you withdraw or are terminated. These rules are independent of the institution's refund policy. Thus there may be cases where the institution is required by the government to return Title IV funds even though such funds are needed to pay your institutional charges. In all cases, you remain responsible for paying institutional charges determined by the refund policy.

For the purpose of determining the amount you owe for the time you attended, you shall be deemed to have withdrawn from the college when any of the following occurs: (a)

You notify the college of your withdrawal; (b) The school terminates you. Refunds will be paid within 45 days from the date of determination. Any credit granted for prior education or training shall not impact this refund policy.

Refund calculations are complex. For further information and examples, read the catalog and visit our Financial Aid office.

#### Refund Policy for Students Called To Active Military Service

A Student of the school or college, who withdraws from the school or college as a result of the student being called to active duty in a military service of the United States or the Texas National Guard may elect one of the following options for each program in which the students is enrolled:

1. if tuition and fees are collected in advance of the withdrawal, a pro rata refund of any tuition, fees, or other charges paid by the student for the program and a cancellation of any unpaid tuition, fees, or other charges owed by the student for the portion of the program the student does not complete following withdrawal;
2. a grade of "Incomplete" with the designation "withdrawn-military" for the courses in the program, other than courses for which the student has previously received a grade on the transcript, and the right to re-enroll in the program, or a substantially equivalent program if that program is no longer available, not later than the first anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charges for the program other than any previously unpaid balance of the original tuition, fees, and charges for books for the program; or
3. the assignment of an appropriate final grade or credit for the courses in the program, but only if the instructor or instructors of the program determine that the student has:
  - (A) satisfactorily completed at least 90 percent of the required coursework for the program; and
  - (B) demonstrated sufficient mastery of the program material to receive credit for completing the program.

#### VA Refund Policy

In the event the veteran or other eligible person fails to enter the program, withdraws, or is terminated prior to completion of the approved program length for VA students, the amount charged to the student for tuition, fees, and other charges for the completed portion of the program shall not exceed \$100 plus the pro rata portion of the total charges. The completed portion is the total number of days the student was scheduled to attend multiplied by the scheduled hours of attendance per day. Refunds shall be totally consummated no later than forty-five (45) days after termination.

**Earning and Returning Title IV Funds:** Special rules apply for withdrawals of certain Title IV federal student aid recipients. (Title IV aid includes Federal Pell Grants, Academic Competitiveness or SMART Grants, Federal Supplemental Opportunity Grants, Federal Stafford Loans, and Federal PLUS loans.)

If you officially withdraw or are terminated by the institution, the date that this occurs will be used to calculate both refunds and the Return of Title IV Funds (if the latter is necessary). If you stop attending and make no formal withdrawal request, the date of determination will be the last date of your obligation. The date of determination will be the second Monday of the module following when you ceased attending classes.

Undergraduate programs use a modules-within-terms system for Financial Aid. Each term, which is equivalent to a semester, consists of four modules. Within any term, a student who completes at least one module is considered to have completed the term, and the Federal Return of Title IV FFEL Funds regulations do not apply. For any Federal Pell Grant recipient who withdraws from school at any time however, the student's Grant may have to be reduced from full time to a status that is less than full time, depending on how many credits the student started. If the student started 13.5 credits, but less than 18 credits, the Pell Grant is reduced to  $\frac{2}{3}$  time. If the student started 9 credits, but less than 13.5 credits, the Pell Grant is reduced to  $\frac{1}{2}$  time. If the student started less than 9 credits, the Pell Grant is reduced to less than half time. In all cases, once any such adjustment of the Pell Grant has been made, the institutional refund policy will be applied.

If a student withdraws during the first module of a term without completing that module, the student's Pell Grant, if any will be reduced as indicated above, and then the Federal Return of Title IV Funds policy will be applied to the remaining amount of Federal Student Aid that was disbursed or could have been disbursed. The amount the student has earned is based on a fraction, the numerator of which is the number of days the student was carried on the rolls from beginning of the term until the date of determination, and the denominator of which is the number of days in the term, including weekends and holidays but not including any break of five days or more. This fraction is then multiplied by the dollar amount of Federal Student Aid which was disbursed or could have been disbursed, to arrive at the dollar amount of Federal Student Aid the student has earned. The school will then return to the Federal government the amount that the student did not earn, will apply the institutional refund policy, and will bill the student for any amount the student owes the school.