



The Plumbing Academy, Inc.

Student Enrollment Agreement

We TEACH you
RIGHT...the FIRST time!

Rev.-063023

ENROLLMENT AGREEMENT:

Student Name:	FIRST NAME	LAST NAME		Phone #
Address:	STREET	CITY/TOWN	STATE	E-mail:

Identify the Tier-program you are signing up for by placing an [X] in the applicable boxes.						
Plumbing	Gas-fitting	Tier-1	Tier-2	Tier-3	Tier-4	Tier-5
Tuition/Cost of Course		\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Total Clock Hours		110	110	110	110	110
Dates & Times		Mon. 6-9PM	Tues. 6-9PM	Wed. 6-9PM	Thurs. 6-9PM	Fri. 6-9PM
Non-Refundable Admin. Fee		\$50.00	\$50.00	\$50.00	\$50.00	\$50.00

ENTRANCE REQUIREMENTS:

- A. All students must satisfy all of the following requirements prior to registering for the selected course.
- High school diploma or its substantial equivalent, and
 - The candidate must be able to read and comprehend the English language.
 - Current registered apprentice card issued by the Board of the Examiners of Plumbers and Gas-fitters-(Tier 2 thru 5 only)
 - A current edition of the Massachusetts Fuel Gas and Plumbing Code as published by PHCC of Massachusetts.
 - A laptop or personal computer-(PC) that includes the following:
 - A high-speed internet connection plugged into your computer with an ethernet cable; and
 - A web-camera-(internal to a laptop or externally mounted when using a PC); and
 - A speaker phone/headset or a computer headset with microphone.
- Note:** For questions regarding the above requirements please email us at info@theplumbingacademy.com.

LATE REGISTRATION:

A new student will NOT be accepted into a Tier-program once the first class of the tier-quarter of record has commenced. A late registration will be pushed to the next earliest tier-program quarter-one-(1) admission.

DATES:

Course Begins: _____ Course Ends: _____
Access Period is 6 months from the start date.

NOTE: Tier class attendance is mandatory this is a State approved class for Plumbing and Gas-fitting licensure in compliance with 248 CMR Section 11.00. Failure to be on-time for the start of a class, or failure to attend obligatory weekly classes, and failure to complete weekly class assignments is subject to make-up classes, disciplinary action and fine(s). Minimum fine per make-up class = \$100.00 per class. Habitual non-compliance regarding mandatory class attendance and missed assignments shall result in expulsion from TPA.

TUITION:

Tuition: \$	1,450.00	
Fees: \$	50.00	
Military Discount: \$		(See below) Enter "0" for non-military personnel
Adjusted Total Charges: \$		
Tuition Paid: \$		
Amount Due: \$		Due at mid-term (55 hours)

DISCOUNTS:

Military: A \$250.00 discount per-course is offered to all active-duty personnel, reservists, retired or disabled veterans. A military applicant must provide a valid military ID-(i.e.-DD-214 Separation Document).

STUDENT'S METHOD OF PAYMENT:

Credit Card via Website \$	
Check: \$	





REFUND LAW-(AS PER M.G.L. CHAPTER 255, SECTION 13K):

1. You may terminate this agreement at any time.	N/A-(not applicable)
2. Termination of this agreement may occur <u>five days</u> prior to the commencement of the 1 st tier, quarter-class the applicant has pre-registered for. The applicant will receive a refund of all monies paid. ***Refund Amount: \$1,500.00	5th day after date both parties have signed the contract
3. Termination of this agreement prior to the commencement of the program, the applicant will receive a refund of all monies paid, less the actual reasonable administrative costs described in paragraph 7. ***Refund Amount: \$1,450.00	
4. Termination of this agreement at any time during the first quarter of the tier-program, the applicant will receive a refund of at least seventy-five percent of the tuition, less the actual reasonable administrative costs described in paragraph 7. ***Refund Amount: \$1,087.50	
5. Termination of this agreement during the second quarter of the tier-program, the applicant will receive a refund of at least fifty per cent of the tuition, less the actual reasonable administrative costs described in paragraph 7. ***Refund Amount: \$725.00	
6. Termination of this agreement during the third quarter of the tier-program, the applicant will receive a refund of at least twenty-five percent of the tuition, less the actual reasonable administrative costs described in paragraph 7. ***Refund Amount: \$362.50	
7. Termination of this agreement after the initial five-day period, will result in the applicant's obligation to make restitution of the reasonable administrative costs incurred by the school to enroll the student/applicant and to process the student's application, which the administrative costs shall not exceed fifty dollars or five-percent of the contract price, whichever is less. A list of such administrative costs is attached hereto and made a part of this agreement. Administrative Costs Equal: \$50. ⁰⁰	5th day after date both parties have signed the contract
8. An applicant's decision to terminate this agreement requires the applicant to inform the school in writing of the termination, which will become effective on the day, such writing is electronically or 1 st class-mailed to the school.	
9. The school is NOT obligated to provide any refund when termination of this agreement follows the immediate end of the 3 rd quarter or during the fourth quarter of the tier-program.	

**** The tuition credit calculations listed above are based on a percentage of tuition paid at the time of termination and may not reflect actual amount to be refunded. The actual amount to be refunded will be based on payments made to the school/institution. Any specific dates indicated above are based on continuous enrollment from a class start date with all courses completed successfully, and are subject to change in the event of failed courses, leaves of absence or other unexpected breaks in attendance.*

AGREEMENT:

I have been provided a copy of the school's catalogue and policies in a manner of my choosing and I am initialing my choice: ____ send via email

I understand this contract will not be in force and effect until signed by both myself and a school representative. I have received a copy of the school's complaint procedures policy. I understand the refund policy as stated above. I understand that coursework and/or credit from this school may not be transferable to other institutions of education and acceptance is at the discretion of the receiving institution. I, the student, have received a completed and signed copy of this agreement, along with a copy of the school's catalog and have read and agreed to the terms

This school is licensed by the Massachusetts Division of Occupational Licensure's Office of Private Occupational School Education. Any comments, questions, or concerns about this school's license should be directed to occupational.schools@mass.gov or 617-701-8719.

Any changes, addendums, or additions made subsequent to the signing of the enrollment agreement must be in writing and signed by both the school and the student and are subject to the regulations of 230 CMR 15.04.

You have the right to cancel this enrollment contract before the completion of five school days or five percent of this Program, or course, whichever occurs first, and to receive a full refund of all monies paid, less actual reasonable administrative costs up to \$50.00 and actual reasonable costs of non-reusable supplies or equipment. Refund Amount \$50.00

You have the right to cancel this enrollment contract if a school allows you to begin participation in a Program while an initial award for financial aid, including student loans, is pending, and you are subsequently denied some or all of that student loan or financial aid amount, the school shall offer you, in writing, an opportunity to terminate the enrollment agreement with a full refund of all Monies Paid, less actual reasonable administrative costs as defined under M.G.L. c. 255, s. 13K.

Students under 18 are not eligible for courses and learning session in compliance with M.G.L. c. 142 and 248 CMR, and any candidates for enrollment must be able to read and comprehend the English language.

PRINT STUDENT'S NAME:		DATE:
STUDENT'S SIGNATURE:		
PRINT SCHOOL OFFICIAL'S NAME:		
SCHOOL OFFICIAL'S SIGNATURE:		DATE:

