

The Vocational Nursing Institute, Inc. Enrollment Agreement

This is an enrollment agreement between

The Vocational Nursing Institute, Inc. and _____

(Student Name)

Date: _____

The Vocational Nursing Institute, Inc.
11201 Steeple Park Drive
Houston, Texas 77065

www.vocationalnursinginstitute.com
832 237 2525 Office
832 237 2505 Fax
kim@vocationalnursinginstitute.com
(School Director)

Vocational Nursing Training

Training to begin on 09-11-2016 Down payment of \$2,500.00 due by June 09 2017

student initials

(Workforce not available for down payment)

Down Payment Types: Cash, Credit Card, Cashier Check, and Personal Check

No federal funds will be available to apply toward the down payment.

Program Length: 80 weeks not including holidays, faculty development days, or other non-school days.

student initials

Student Name

Address

City/State/Zip

Home Phone

Cell Phone

Email Address

TUITION & FEES

Tuition and fees are as follows. Course text is included.

There is no Registration Fee. No interest is charged.

* Vocational Nurse / Training Course Fee

\$25,500.00

(student initials)

Payment Types: Students are encouraged to pay the full tuition upon enrollment. Payment methods accepted are Federal Student Loan, Pell Grants, Workforce Solution grant up to \$6000 towards tuition, personal check, cashier's check, MasterCard, American Express, or Visa. No interest is charged.

Monthly Payments: If the student opts to make monthly payments, \$2,500.00 is due upon enrollment, and \$575 is due bi weekly on the 1st and 15th of each month **or** \$1150 is due monthly by the 10th of each month for 12 months. If the student fails to make their payment by the due date they will be terminated from the program. Exceptions will not be made. If a student opts to use Federal Financial Aid, the minimum monthly payment due is \$400.00/ month due on the 10th of each month unless otherwise arranged to cover any gap in uncovered tuition not paid for by Federal Financial Aid. (Student Initials)

*INCLUDED IN THE TUITION:

1. Text books ***

The Vocational Nursing Institute, Inc. Enrollment Agreement

2. Companion CD's on select courses
3. CPR training***
4. Lab fees
5. Clinical Rotations
6. Classroom Instruction
7. All final exams at our testing site
8. 2 day NCLEX review program and preparation for NCLEX exam
9. Mini NCLEX reviews after each course
10. E-books on select courses as provided by Elsevier/Evolve
11. Background Check *** (all students must have a clear criminal background check prior to being admitted to the program. Conviction of a crime as outlined by the TBON may prevent admittance to the school.
12. Remediation
13. Case Studies for remediation

*** VA does NOT pay for these items (Student Initials)

Note: Vocational Nursing students must be fingerprinted for the Board of Nursing in the State of Texas. This is at their own cost upon enrollment to the school. The school will provide TBON with the enrollment list by August so students have time to get fingerprinting done and blue card applications completed prior to the start of the cohort!

SUPPLIES NOT INCLUDED IN COURSE FEES

**Required Pre-admission HESI test* \$49.99/student
(Note: You must achieve a cumulative score of 80% on this test in order to qualify for admission in the past 3 years.)

<i>*Required Supplies</i>	<i>Estimated Cost:</i>
1. White Duty Shoes – no open toe, clogs, or canvas	\$29.00
2. Watch with a second hand	\$30.00
3. White pantyhose or white ankle length socks	\$ 3.00
4. 3-ring 2" or 3" loose leaf notebook	\$ 3.00
5. Notebook paper	\$ 3.00
6. #2 pencil	\$.99
7. Pens (black only)	\$ 1.99
8. Highlighter	\$ 2.50
9. Blood pressure cuff and stethoscope	\$39.99
10. Scrubs Hunter Green top and bottom	\$22.50

Total Estimated Cost:
\$135.97 + \$49.99 for *HESI test + \$25, 500 = \$25,685.96 (Student Initials)

Optional Supplies

1. Bandage Scissors
2. Nursing Bag

**Items are subject to cost change.*

"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 hereunder."

CANCELLATION & REFUNDS

CANCELLATION POLICY

The Vocational Nursing Institute, Inc. Enrollment Agreement

A full refund will be made to any student who cancels the enrollment contract within 72 hours (until midnight of the third day excluding Saturdays, Sundays and legal holidays) after the enrollment contract is signed. 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.

REFUND POLICY

1. Refund computations will be based on scheduled course time of class attendance through the last date of attendance. Leaves of absence, suspensions and school holidays will not be counted as part of the scheduled class attendance.
2. The effective date of termination for refund purposes will be the earliest of the following:
 - (a) The last day of attendance, if the student is terminated by the school;
 - (b) The date of receipt of written notice from the student; or
 - (c) Ten school days following the last date of attendance.
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 in any administrative fees charged shall be retained by the school for the entire residence program or synchronous distance education course.
4. If a student enters a residence or synchronous distance education program and withdraws or is otherwise terminated after the cancellation period, the school or college may retain not more than \$100 in any administrative fees charged for the entire program. The minimum refund of the remaining tuition and fees will be the pro rata portion of tuition, fees, and other charges that the number of hours remaining in the portion of the course or program for which the student has been charged after the effective date of termination bears to the total number of 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.¹
5. Refunds for items of extra expense to the student, such as books, tools, or other supplies are to 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. For full refunds, the school can withhold costs for these types of items from the refund as long as they were necessary for the portion of the program attended and separately stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.
6. A student who withdraws for a reason unrelated to the student's academic status after the 75 percent completion mark and requests 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 representatives of the school.

A full or partial refund may also be due in other circumstances of program deficiencies or violations of requirements for career schools and colleges.

¹ More simply, the refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 75% completion mark, after which no refund is due. Form PS-1040R provides the precise calculation.
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8. 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 student is enrolled:

- (a) 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;
- (b) 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 student's 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
- (c) 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:
 - (1) satisfactorily completed at least 90 percent of the required coursework for the program; and
 - (2) demonstrated sufficient mastery of the program material to receive credit for completing the program.

9. The payment of refunds will be totally completed such that the refund instrument has been negotiated or credited into the proper account(s), within 45 days after the effective date of termination. The date of determination is defined as the effective date of termination. Refunds when due are made without the request of the student.

This school provides equal employment, admission and educational opportunities without regard to race, color, religion, handicap, sex, age, or national origin.

This school is "**APPROVED AND REGULATED BY THE TEXAS WORKFORCE COMMISSION, CAREER SCHOOLS, AND COLLEGES AUSTIN, TEXAS.**" This school is "**APPROVED AND REGULATED BY THE TEXAS BOARD OF NURSING.**"

I have read, understand, and will comply with this enrollment agreement and school catalog. I have had a tour of the school prior to enrollment. I acknowledge that I have received, as the student a copy of the school enrollment agreement and catalog.

Director or Authorized School Official

Date

Student or Guardian

Date

ADMISSIONS & ENROLLMENT APPLICATION

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Vocational Nurse Program

This school provides equal employment, admission, and education opportunities without regard to race, color, religion, handicap, sex, age, or national origin.

For Office Use Only

Enrollment Date: _____

Tuition Amount: _____

Down Payment \$2500.00 scheduled to be received by June 09, _____ Check _____ Credit Card _____ Cash _____

Series of Payments for Down Payment: \$ _____ First payment \$ _____ Second payment _____

Third payment \$ _____ **DOWN PAYMENT MUST BE PAID BY JUNE 09, 2017**

Payment Schedule: _____

Type of Payment: :: CASH :: CHECK # _____ :: MONEY ORDER # _____ Other _____

Monthly Payments: _____ (amount) Title IV funds: _____

Bi weekly Payments: _____ 1st and 15th of each month if it is a holiday or clinical day it is the day before.

Status: :: ENROLLED :: ON HOLD :: OTHER _____

Processed by: _____ Date: _____

Please check the appropriate boxes: Married Divorced Separated Single US Citizen

Black White Hispanic/Latino Asian American Indian/Alaskan Native Native Hawaiian or other Pacific Islander

ESSAY

Instructions: Please write an essay response to each of the following questions. For each question you may use up to 1,000 words in answer to each question. This portion must be typed. or handwritten in legible writing.

Question #1: Define the word "Nurse", what does "Nurse" mean to you?

Question #2: Describe what has brought you to this point in your life where you want to be a nurse.

Question #3: What part of the world would you choose to travel to as a Nurse to volunteer your services if able to do so and why?