



**MOUNT MADONNA
INSTITUTE**

**MOUNT MADONNA INSTITUTE
ENROLLMENT AGREEMENT**

445 Summit Road, Watsonville, CA 95076 | P: (408) 846-4060 | F: (408) 847-2683
info@mountmadonnainstitute.org, www.mountmadonnainstitute.org

PLEASE PRINT OR TYPE

Applicant Legal Name _____ New Student _____ Re-Entry Student _____
Social Security # _____ Date of Birth _____
Address _____ City _____ State _____ Zip _____
E-Mail _____ Telephone: _____

EDUCATIONAL SERVICE

Program Name: XXXXX
Total Clock Contact Hours: XXXXXXXX
Enrollment Agreement Period: Start Date - XXX Scheduled Completion Date - XXX
Enrollment Agreement Period (150%): Start Date - XXX Allowed Completion Date - XXX

TUITION and APPLICATION FEE

Application (Registration) Fee	\$XXX	Non-Refundable
PROGRAM TUITION	\$XXX	Prior to discounts. Includes Course Materials. Prorated upon withdrawal for up to 60% of program

FINANCIAL SUPPORT and DISCOUNTS

MMC Resident/Staff Discount (%)		One time option
Tuition Discount ("Scholarships")	\$0	Course tuition reduced due by tuition discount amount for students who complete a scholarship application and are awarded a tuition discount from the Mount Madonna Institute Yoga Committee.

ADDITIONAL COSTS

Housing/Meals for on-site course weekends (paid directly to Mount Madonna Center)	Varies	Daily rate for meals and lodging, commuters included. Varies with lodging choice. See rates below.
---	--------	--

SUMMARY

TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE	\$XXX	Period of attendance = June 20th – July 19th
ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM*	\$XXX	Includes tuition total (prior to discounts) & application fee
THE TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT	\$XXX	First tuition payment

***YOU ARE RESPONSIBLE FOR THIS AMOUNT. IF YOU GET A STUDENT LOAN, YOU ARE RESPONSIBLE FOR REPAYING THE LOAN AMOUNT PLUS ANY INTEREST, LESS THE AMOUNT OF ANY REFUND.**

BE SURE TO READ ALL PAGES OF THIS AGREEMENT. IT IS PART OF YOUR CONTRACT WITH THE SCHOOL.
Revision Date: 4/23/2024

Additional Fees, as applicable: Students may repeat a course already taken, passed and paid for, at a reduced rate of \$175 per course, if taken during the next program offered. One unofficial transcript per student is provided at no cost. Additional unofficial transcripts - \$15 fee per transcript. Official electronic transcripts - \$15 fee per transcript, Official hard copy transcripts - \$20 per transcript. Late Payment Fee - \$20, Returned Payment Fee - \$50, Instructor/Supervisor Make-up Fee - \$35/hour, Change of Agreement Fee - \$100.

THE TERMS AND CONDITIONS OF THIS AGREEMENT ARE NOT SUBJECT TO AMENDMENT OR MODIFICATION BY ORAL AGREEMENT. I, THE UNDERSIGNED PURCHASER OF THE PROGRAM OF TRAINING, HAVE READ, UNDERSTAND AND AGREE TO THE TERMS AND CONDITIONS CONTAINED HEREIN AND WITH MY SIGNATURE I CERTIFY HAVING RECEIVED AN EXACT COPY OF THIS AGREEMENT, A COPY OF THE SCHOOL CATALOG AND SCHOOL PERFORMANCE FACT SHEET. I FURTHER ACKNOWLEDGE THAT NO VERBAL STATEMENTS HAVE BEEN MADE CONTRARY TO WHAT IS CONTAINED IN THIS AGREEMENT.

THIS ENROLLMENT AGREEMENT IS A LEGALLY BINDING INSTRUMENT WHEN SIGNED BY THE STUDENT AND ACCEPTED BY THE SCHOOL.

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

Signature of Student _____ Date _____

Signature of School Official Accepting Enrollment XXXX Date _____
REGISTRAR OF MMI

A. PAYMENT

THE FOLLOWING **CREDITS** WILL BE APPLIED TO THE TOTAL TUITION BALANCE OF **\$XXX**

- Tuition Discount \$ _____ Describe: _____
- Residency Discount \$ _____ Describe: _____
- Other \$ _____ Describe: _____

TOTAL TUITION COST	\$ XXX
LESS INITIAL TUITION PAYMENT	-\$ XXX
TUITION & FEE BALANCE:	\$XXX

TUITION PAYMENT AGREEMENT

All agreements are based on a tuition balance of: **\$XXX**

Note: Program Certificate provided when tuition and all school fees are paid in full.

<i>PAY TUITION IN FULL</i>	<i>PAY BY MONTH</i>
\$XXX due June XXX	\$XXX due June XXX \$XXX due July XXX
Full tuition payment due by the 1st day of the initial month of the program.	Due by the 1st of each month of the program.
Select Full	Select Pay by Month

Note: Payments not received by the due date will be considered late and will be charged a \$20.00 late fee seven (7) days after the due date. Program certificate provided upon successful completion of program requirements and when tuition and all school fees are paid in full.

BE SURE TO READ ALL PAGES OF THIS AGREEMENT. IT IS PART OF YOUR CONTRACT WITH THE SCHOOL.
Revision Date: 4/23/2024

Signed: _____ Signed: _____
Signature of Applicant Date School Official/Title Date

B. 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 rated refund if you have completed 60 percent or less of the scheduled hours in the current payment period in your program through the last day of attendance.

Cancellation of this agreement can occur through: **XXX**. (Or up to 7 days after enrollment).

2. Cancellation may occur when the student provides a written notice of cancellation at the following address:
445 Summit Road, Watsonville, CA 95076. 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 by the above cancellation period, the school will refund the student any money they paid, less an application fee not to exceed \$250.00 within 45 days after the notice of cancellation is received.

WITHDRAWAL FROM THE PROGRAM

You may withdraw from the school at any time after the cancellation period (described above). A \$100 Change of Agreement fee is incurred in the case of withdrawal.

Refunds

The student will receive a pro rata refund as long as they have completed **60 percent or less** of the educational program "period of attendance."

A pro rata refund 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: (1) The amount owed equals the daily charge of the program (total institutional charge, divided by the number of days or hours in the program) multiplied by the number of days or hours the student attended, or was scheduled to attend, prior to withdrawal.

The refund will be less the non-refundable application/registration fee (not to exceed \$250.00) and within 45 days after the withdrawal is determined.

If the student has completed **more than 60 percent** of the period of attendance of 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 in writing to the Registrar via email, hand delivery, or written notice mailed to 445 Summit Road, Watsonville, CA 95076 of the student's intention to withdraw, 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. (Such termination is subject to appropriate due process and determined by the Provost in consultation with the student, Program Coordinator and Chair.)
- The student has failed to maintain a minimum of a 90% cumulative attendance rate.
- Failure 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.

BE SURE TO READ ALL PAGES OF THIS AGREEMENT. IT IS PART OF YOUR CONTRACT WITH THE SCHOOL.

Revision Date: 4/23/2024

For programs beyond the current “payment period,” if a student withdraws prior to the next payment period, all charges collected for the next period will be refunded. If any portion of the tuition was paid from the proceeds of a loan or third party, 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.

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

Tuition Owed

If the student has completed more than 60 percent of the period of attendance (trimester), the student will be responsible for the full tuition cost for the period of attendance. i.e., full trimester tuition is due at the time of withdrawal.

UNDERSTANDINGS

INITIAL

1. **Catalog:** Information about Mount Madonna Institute is published in a school catalog that contains a description of certain policies, procedures, and other information about the school. Mount Madonna Institute 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 Mount Madonna Institute, the Student agrees to abide by the terms stated in the catalog and all school policies.
2. **Location of Instruction (for any in-person classes if applicable):** 445 Summit Road, Watsonville, CA 95076.
3. **Enrollment Agreement:** All instruction is provided in English only. MMI does not recruit in a language other than English. Applicants for whom English is not their primary language must demonstrate proficiency in English through satisfactory completion of the Test of English as a Foreign Language (TOEFL). For applicants required to take the TOEFL examination, only applicants scoring above 550 on the TOEFL exam are considered for admission. No English services are provided. Visa services for students from other countries are not provided. If a student is accepted for admissions based on documented English skills and his or her primary language is not English, the student has the right to obtain a clear explanation of the terms and conditions and all cancellation and refund policies in her or her primary language, at his or her expense by a translation service of his or her choosing prior to execution of the enrollment agreement.
4. **Graduation:** I understand that I will be awarded a Diploma Certificate Degree when I have completed all of the program requirements. A graduate must have passed each course and have satisfied all financial obligations.
5. **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION:** The transferability of credits you earn at Mount Madonna Institute is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree or certificate you earn in the XXXXXXXXXX program is also at the complete discretion of the institution to which you may seek to transfer. If the credits or certificate or degree 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 to which you may seek to transfer after attending Mount Madonna Institute to determine if your credits or certificate or degree will transfer.
6. **Career Services:** Placement assistance may be provided. However, it is understood that the School does not and cannot promise or guarantee neither employment nor level of income or wage rate to any Student or Graduate
7. **Questions:** Any questions a student may have regarding this enrollment agreement that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at Address: 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834 P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, (888) 370-7589 or by fax (916) 263-1897.
8. **Complaints:** A student or any member of the public may file a complaint about this institution with 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.
9. **Financing:** The Student understands that if a separate party is financing his/her education, that the Student, and the Student alone, is directly responsible for all payments and monies owed to the school listed on this agreement.
10. **Loan:** 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:

BE SURE TO READ ALL PAGES OF THIS AGREEMENT. IT IS PART OF YOUR CONTRACT WITH THE SCHOOL.
 Revision Date: 4/23/2024

- 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.

11. **Student Tuition Recovery Fund:** 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.

Student Tuition Recovery Fund (STRF) Information

The STRF is a fund administered by the Bureau for Private Postsecondary Education (Bureau) that relieves or mitigates economic loss suffered by a student while enrolled in a qualifying institution – generally, one that is approved or registered by the Bureau. At the time of his or her enrollment, the student must have been a California resident or enrolled in a California residency program, prepaid tuition, and suffered economic loss.

Effective **April 1, 2024**, the Student Tuition Recovery Fund (STRF) assessment rate changed from zero (\$0) per one thousand dollars (\$1000) of institutional charges per on thousand dollars (\$1,000) of institutional charges. (5, CCR Section 76120)

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 cost.
- 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.

12. 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.”

Initial

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 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.

I certify that I have received the 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.