



1025 South Santo Antonio Dr. Ste. C
 Colton CA, 92324
 Phone: (909) 953-5991 Ext: 8255

ENROLLMENT AGREEMENT

PLEASE TYPE OR PRINT IN BLACK OR BLUE INK

NEW STUDENT

RE-ENTRY

APPLICANT LEGAL NAME: _____
 (FIRST) (MIDDLE) (LAST)

DRIVER LICENSE/ID NO : _____ DATE OF BIRTH (DD/MM/YYYY) ___/___/___

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE NUMBER: (____) _____

EMAIL: _____

EDUCATIONAL SERVICE

PROGRAM NAME: _____ PROFESSIONAL DRIVER COURSE _____ CLOCK HOURS: _____ 160 _____

START TIME: _____ END TIME: _____ ON THE FOLLOWING DAYS OF THE WEEK:

SUN MON TUES WED THURS FRI SAT

ENROLLMENT AGREEMENT START DATE: _____ END DATE: _____

PROGRAM START DATE: _____ PROGRAM END DATE: _____

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

SECTION A - PROGRAM: PROFESSIONAL DRIVER COURSE 160 HOURS

TUITION	REGISTRATION	STUDENT TUITION RECOVERY FUND	ELDT - THEORY COURSE	SCHOOL PRINTOUTS	SUPPLIES	TEXTBOOKS	TOTAL COST
	NON-REFUNDABLE						
\$3,850	\$250	\$10	\$150	\$10	\$25	\$25	\$4,320

Supplies and Textbooks: reflective vest, logbook, pens and pencils, pre-trip study materials, California Commercial Driver manual.

Students are responsible to secure the following documents at their expense:

- DOT Physical: \$115.00
- DOT Drug Test: \$150.00
- DMV Permit: \$80.00

Other fees

- Bounced check fee \$35.00
- Transcript fee \$25.00 (two copies)

The institution may also refuse readmission to a student who has left the institution with an outstanding balance that has not been paid in full.

160 Hour Professional Driver Course (Class A)

- TOTAL CHARGES FOR CURRENT PERIOD OF ATTENDANCE \$4,320
- ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM \$4,320
- THE TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT \$_____

If a student obtains a loan to pay for the education program, he or she is responsible for the repayment of that loan to be paid in full plus the amount of loan interest, less the amount of any refund.

SECTION B - ITEMIZED FEES AND TOTAL COST

****NON-REFUNDABLE FEES: REGISTRATION FEE AND STUDENT TUITION RECOVERY FUND = \$2.50 FOR EVERY \$1,000 OF TUITION ROUNDED TO THE NEAREST \$1,000.**

***IF YOU OBTAIN A LOAN TO PAY FOR THE EDUCATION PROGRAM, YOU ARE RESPONSIBLE FOR THE REPAYMENT OF THAT LOAN TO BE PAID IN FULL PLUS THE AMOUNT OF LOAN INTEREST, LESS THE AMOUNT OF ANY REFUND.**

THIS ENROLLMENT AGREEMENT IS A LEGALLY BINDING INSTRUMENT WHEN SIGNED BY THE STUDENT AND ACCEPTED BY THE SCHOOL. I, THE UNDERSIGNED PURCHASER OF THE PROFESSIONAL DRIVER COURSE, UNDERSTAND AND AGREE TO THE TERMS AND CONDITIONS CONTAINED HEREIN. I CERTIFY THAT I RECEIVED AN EXACT COPY OF THIS AGREEMENT, A COPY OF THE SCHOOL CATALOG, AND A SCHOOL PERFORMANCE FACT SHEET. ORAL AGREEMENTS ARE NOT SUBJECT TO AMENDMENTS OR MODIFICATIONS UNDER THE TERMS AND CONDITIONS OF THIS AGREEMENT.

I UNDERSTAND THAT THIS IS A LEGALLY BINDING CONTRACT. MY SIGNATURE BELOW CERTIFIES THAT I HAVE READ, UNDERSTOOD, AND AGREE 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

Date

SECTION C - PAYMENT

TOTAL AMOUNT DUE \$ _____ TO BE MADE ON _____

PAYMENT OPTIONS:

ONE-TIME PAYMENT OF _____ MADE ON _____.

TWO-TIME PAYMENT OF _____ MADE ON _____ AND
_____.

SECTION D - CANCELLATION, WITHDRAWAL, AND REFUND POLICY

STUDENT'S RIGHT TO CANCEL

Student's Right to Cancel:

Students have the right to **cancel** and obtain a refund of charges paid through attendance at the first class session or the seventh day after enrollment, whichever is later. Cancellation shall occur when you give written notice of cancellation at the school address. You may submit a cancellation notice by mail to the Administrator, Dorsie Dubie at 1025 S Santo Antonio Dr, Ste C, Colton, CA 92324, or by email to info@valenciatruckingschool.com. If sent by mail, the written cancellation is effective when deposited in the mail properly addressed with postage paid. A student may cancel until _____. Once the cancellation period has passed, a student may withdraw at any time.

Refund Policy:

A student may withdraw from the institution at any time after the cancellation period. The student may withdraw from a course after instruction has started and receive a pro-rata refund of the unused portion of the tuition and other refundable charges if the student has completed 60% or less of the instruction. The student will not receive a refund after more than 60% of the instruction has been presented. A pro-rata refund shall be no less than the amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows: The amount owed equals the daily charge for the program (total institutional charge divided by the number of days or hours in the program) multiplied by the number of days the student attended or was scheduled to attend prior to withdrawal.

No refunds are due once the student has received more than 60% of the clock hours of instruction in any given period of attendance. For purposes of determining a refund, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in this institution's catalog.

You may submit a withdrawal notice by mail to the Administrator, Dorsie Dubie at 1025 S Santo Antonio Dr, Ste C, Colton, CA 92324, or by email to info@valenciatruckingschool.com. If sent by mail, the written withdrawal is effective when deposited in the mail properly addressed with postage paid.

The institute maintains a zero-tolerance policy regarding any and all substance abuse while actively engaging in the Professional Driver Course. If any student is found to have violated rules 3 or 4 of the Student Conduct Policy (please see page 18, Student Conduct), the student will immediately be withdrawn from the program and not be allowed re-admittance. A pro-rata refund will be processed, if applicable. All other forms of misconduct will be treated case by case by the school official(s). Students will be given two documented warnings for misconduct (see Page 18 Student Conduct, rules 1,2, and 6) by the assigned instructor. Should the conduct persist; the case will be referred to the Chief Academic Officer, with proper documentation, for review. The Chief Academic Officer

will then decide if withdrawal from the program is merited. If so, a pro-rata refund will be processed, if applicable at the time of withdrawal.

If the student has received Federal student financial aid funds, the student is entitled to a refund of monies not paid from federal student financial aid program funds. This institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled.

If this institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, or fees for a license, application, or examination, and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.

FINANCIAL AID

Valencia Transport School does not currently participate in any form of Federal or State financial aid programs

SECTION E - UNDERSTANDINGS

1. LOCATION OF INSTRUCTION:

Classroom:1025 S. Santo Antonio Dr. Suite C Colton, CA 92324
Truck Yard - Behind-the-Wheel: 280 South E Street, San Bernardino, CA 92401

INITIALS

2. NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION:

The transferability of credits you earn at Valencia Trucking School is at the complete discretion of the institution to which you may seek to transfer. Acceptance of the certificate you earn in the Professional Driver Course is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution is 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 Valencia Trucking School to determine if your certificate will transfer. Valencia Trucking School does not accept transfer credits from any other institution. Valencia Trucking School has not entered into an articulation or transfer agreement with any other college or University. Valencia Trucking School does not accept any prior experiential learning. Valencia Trucking School does not accept credits earned at other institutions or through challenge exams and achievement tests

3. QUESTIONS: Any questions a student may have regarding this enrollment agreement that the institution has not satisfactorily answered may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd. Ste. 225, Sacramento, Ca. 95834, P.O. Box 980818, West Sacramento, CA 95798-0818. Web site Address: www.bppe.ca.gov Telephone and Fax #s: (888) 370-7589 or by fax (916) 263-1897, (916) 574-8900 or by fax (916) 263-1897.

4. COMPLAINTS: A student or any member of the public may file a complaint about this institution with the 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.

5. DISTANCE EDUCATIONAL PROGRAM: Valencia Trucking School does not provide distance learning due to the sensitive nature of the safe driving behind-the-wheel experience requirement.

6. LOANS: 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.

7. LIMITED ENGLISH SPEAKERS: Valencia Trucking School conducts all its courses and training in English. All admission activities and instruction occur in English. For prospective students whose primary language is not English, the student has the right to obtain a clear explanation of the terms and conditions of this agreement and cancellation and refund policies in his 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.

8. 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 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 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." "It is essential that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market Blvd., Suite 225, Sacramento, California, 95834, (916) 574-8900 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court based on a violation of this chapter by an institution or representative of an institution but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans. To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security or taxpayer identification number."

SECTION D

"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."

"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, 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."