

AESTHETIC PROGRAM - ENROLLMENT CONTRACT

Name: _____ Last: _____ SSN: _____
Address: _____ City: _____ State: _____ Zip: _____
Email: _____ Primary #: _____ Alternate #: _____
Emergency Contact Person: _____ Emergency Number: _____

- ☐ 600-Hours Aesthetics *\$14,995
- ☐ 600 Hours Aesthetics + Laser * \$22,990
- ☐ 600 Hours Aesthetics + Professional Makeup Artistry (52 Hours) *\$16,470
- ☐ 600 Hours Aesthetics + Laser + Prof. Makeup* \$24,540
- ☐ 350 Hours Aesthetics Instructor \$3,995
- ☐ Professional Makeup (52Hrs.) \$3,300

*(Includes: Dermaplaning, Microneedling, Brow Lamination, Brazilian Waxing, Microdermabrasion, Chemical Exfoliation, Hydrofacial, Microcurrent & 3 Naturopathic classes).

* Laser – must complete enrollment within one year from the date of graduation.

TERMS AND CONDITIONS

COURSE STARTING DATE _____ TENTATIVE GRADUATION DATE _____
_____ DAY/ FULL-TIME ☐ _____ EVENING / PART-TIME WEEKLY CLOCK HOURS _____

This binding agreement was made this day of _____ between the Skin and Makeup Institute and the above-mentioned person (student). Whereas the Institute is in the business of training students in various aspects of the Aesthetic business and whereas the student wishes to become a student in the program presented by the Institute; it is therefore in mutual covenant hereof as follows: 1) the Institute shall make available to the student the course designated above consisting of a total of hours of classroom and practical instruction to be furnished in a time frame listed above at the location selected above. 2) The student agrees to pay the following amount for the said course according to the terms set forth:

TUITION AND FEE SCHEDULES:

TUITION:	\$ _____
Other Costs _____	\$ _____
Total Cost:	\$ _____
Other Deduction: _____	\$ (_____)
DEPOSIT:	\$ (_____) Check # _____ Name on Check _____
PAYMENT:	\$ (_____) Cash _____ MC _____ Visa _____ AX _____ DC _____ SML _____
Balance Due:	\$ _____

The student agrees to pay the tuition either in full or over a period of time as designated on the Installment Agreement OR through the disbursement of an outside lender: All payments are to be made to The Skin and Makeup Institute of Arizona.

GENERAL TERMS OF AGREEMENT: The student agrees to attend classes regularly, (as scheduled by the Institute and as may appear on all bulletins and notices), to prepare all lessons and perform duties required, and to abide by all rules of the Institute that may exist, or as changed or come into existence. The student may be suspended or expelled for violation of any of these rules. The student will also maintain Satisfactory Progress to Qualify for Graduation the student must 1) complete the required 600 clocked hours of training. 2) Achieve a score of no less than 80% in all required areas. 3) Score no less than 80% on final written and practical examinations. 4) Fulfill financial obligations to the Institute. UPON GRADUATION A DIPLOMA WILL BE AWARDED. The student's rights under this agreement may not be assigned to any other person. The Institute shall provide a course of study that meets minimum curriculum requirements as prescribed by the state regulatory agency. Placement services are offered to the student as follows: The Institute will assist the student in finding suitable employment by maintaining a current list of area employment opportunities on a career bulletin board for students to review. Employment is not guaranteed. Any holder of this contract is subject to all claims and defenses that the debtor could assert against the seller of goods or services obtained pursuant herinto or with the proceeds hereof. Recovery hereunder by the debtor shall not exceed amounts paid by the debtor hereunder. The undersigned student (and guardian/guarantor), having been enrolled and accepted as a student, agrees to comply with the

following stipulations: 1) No change or representation in this contract will be recognized unless made in writing. 2) No responsibility is assumed for any carelessness or lack of skill by one or more students while practicing any part of the Institute course. 3) If a student is paying tuition in monthly payments, the payments are due on the 20th of each month. A late payment fee of \$10.00 per day for each day after the 20th will be charged. If the payment is not received by the last day of the month, the student will be placed on suspension until the outstanding payment and coinciding late fees are paid. Tuition is expected to be paid even in a student's absence, such as a leave of absence or holidays. **Student initials**_____

A student will have ☐ **56 hours** Aesthetics, ☐ **26 hours** Instructor, ☐ MUP Professional **2 Days (10 hours) missed clocked hours** from the end date of their contract to complete their course of study at no additional charge. In the event the student fails to complete the course in this period of time, then at the sole discretion of the Institute, the student may be permitted to pursue the course until completion while adhering to the rules and regulations of the Institute and the policy of Extra Instructional charges. **Student initials**_____

Any changes to the student's schedule or contract will result in an Administrative Fee of \$250. A contract may not be altered to exclude additional courses the student signed up for in the original contract. Contracts may be upgraded to include additional courses without an Administrative Fee. No refund will be granted on any contract changes that result in a fee lower than the original contract. **Student initials**_____

In the event that the student should default in the repayment of the fee amount, the Institute reserves any other remedy at law or equity necessary for the enforcement and collection of any amount left unpaid under the fee agreement. In the event that an attorney or collection agency is employed to enforce the contract, the student agrees to pay all costs of collection, including reasonable attorney's fees and cost of the suit plus 1% per month of any unpaid balance until paid in full. **Student initials**_____

INSTITUTE REFUND POLICY

Students may cancel their enrollment within **7 calendar days** from their official start date and receive a **full refund of all monies paid**, excluding a **\$2,000 non-refundable deposit**. All issued books, kits, and uniforms must be returned in original condition. If not returned, the **replacement cost** will be deducted from any refund due.

If a student withdraws after the 7-day cancellation period, a **pro-rated refund** will be issued based on the percentage of hours completed at the time of withdrawal, according to the refund schedule below.

Pro-Rated Refund Schedule (based on a 600-hour program)

% of Hours Completed	% of Tuition Refunded
0.01% to 4.9%	90%
5% to 9.9%	80%
10% to 14.9%	70%
15% to 24.9%	60%
25% to 49.9%	40%
50% to 74.9%	20%
75% and above	No refund

Note: Non-refundable fees and the cost of unreturned materials are excluded from any refund. All cancellation notices must be submitted **in writing and delivered in person** to: **Business Manager at The Skin & Makeup Institute of Arizona, 7547 W Greenway Rd #500, Peoria, AZ 85381**

The effective cancellation date is the date written notice is received by the Institute. All eligible refunds will be processed within **30 days** of the official cancellation or withdrawal date. If a student cancels after the 7-day cancellation period, or is withdrawn or terminated, tuition will be refunded on a **pro-rated basis** according to the school's refund schedule. The **\$2,000 deposit** and the cost of unreturned materials remain non-refundable.

I ACKNOWLEDGE THAT I HAVE READ, UNDERSTAND, AND RECEIVED A COPY OF THE FOREGOING CONTRACT AND AGREE TO THE TERMS AND CONDITIONS OF THIS CONTRACT AND REFUND POLICY.

Student Print Name: _____ Student Signature: _____ Date: _____

Parent/Guardian or Individual responsible for financial obligations:

Print Name: _____ Signature: _____ Date: _____

Admissions: _____ Date: _____

SCHEDULE OF ADJUSTMENT: Pre-scheduled time off? ____Yes ____No

List dates: _____