

# CREVIER'S

## Academy of Cosmetology Arts

134 FIRST STREET WEST  
KALISPELL, MT 59901  
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[Crevierschool@hotmail.com](mailto:Crevierschool@hotmail.com)  
Crevierschool.com

### STUDENT ENROLLMENT CONTRACT

The undersigned's application for admission as a student to Crevier's School of Cosmetology having been accepted for enrollment into the class starting \_\_\_\_\_ and ending \_\_\_\_\_, is hereby enrolled as a student in said school, providing the following conditions precedent to enrollment are satisfactorily met, understood and agreed upon:

LOA    yes/no    New contract ending date \_\_\_\_\_ Student \_\_\_\_\_ Date \_\_\_\_\_

Instructor \_\_\_\_\_ Date \_\_\_\_\_

**The \$125.00 registration fee, \$50.00 application fee, \$325.00 for books (NON-REFUNDABLE) has been paid as stated in the Admission Application. Students are contracted based on a 40 hour week.**

Check a box for course of study

- Cosmetology - 2000 hours, tuition **\$9500 for 14 months of enrollment**
- Manicuring - 350 hours, tuition **\$2500.00 for 10 weeks of enrollment**
- Esthetics - 650 hours, tuition **\$8500.00 for 5 months of enrollment**
- Microdermabrasion - 50 hours, tuition \$500.00 + supplies
- Instructor Training - 650 hours, tuition \$7500.00 for 5 months of enrollment

Tuition may be broken into payments **per month** due each month on the students starting date. Note: enrollment is defined as the time elapsed between the actual starting date and the date of the students last day of physical attendance in the school. All monies due to applicant or student or financial assistance program shall be refunded within 45 days of formal cancellation by the student or formal termination by the school. If a student must attend longer than the contracted time allotted for any course, he or she must pay an extra instructional charge. This charge is assessed by dividing the current rate of tuition by the course hours. This will generate an hourly rate for the program. The hourly rate applies to every remaining hour the student has to complete past his/her contract ending date.

Special Tuition arrangements or adjustments noted here:

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**The student kit is \$975.00 (Cosmetology), \$575.00 (Manicuring), \$775.00 (Esthetics).** This is purchased by the student on or before the first day of school. Books and supplies become the property of the student upon purchase and are non-refundable.

Students Termination dates will be determined by the postmark on a written letter or 4 consecutive days of no contact by student. **A fee of \$5.00 per day will be charged for tuitions paid late.** A fee of \$150.00 will be charged for student withdrawing before contract ending dates.

#### School Refund Policy

1. Any monies due the applicant or student shall be refunded within 45 days of official cancellation or withdrawal. Official cancellation or withdrawal shall occur on the earlier of the dates that
  - a. An applicant is not accepted by the school. The applicant shall be entitled to a refund of all monies paid with the exception of an application fee.
  - b. A student (or in the case of a student under legal age, his/her parent or guardian) cancels his/her contract and demands his/her money back in writing, within three business days of the signing of the enrollment agreement or contract. In this case all monies collected by the school shall be refunded except an application fee. This policy applies regardless of whether or not the student has actually started training.
  - c. A student cancels his/her contract after three business days after signing, but prior to entering classes. In this case he/she shall be entitled to a refund of all monies paid to the school less the registration fee of \$125.00, and the application fee of \$50.00.
  - d. A student is expelled by the school.

- e. A student on an approved leave of absence notifies the school that he or she will not be returning. The date of withdrawal shall be the earlier of the date of expiration of the leave of absence or the date the student notifies the institution that the student will not be returning; or
  - f. A student notifies the institution of his/her withdraw
  - g. In type b,c,d, or e official cancellations or withdrawals, the cancellation date will be determined by the postmark on written notifications, or the date said information is delivered to the school administrator/owner in person.
2. Any monies due a student who unofficially withdraws from the institution shall be refunded within 45 days of a determination by the institution that the student has withdrawn without notifying the institution. To determine unofficial withdrawals, the school monitors student attendance daily.
  3. Books and equipment are non-refundable items.
  4. All fees are identified in the catalog and contract.
  5. If a program or course is canceled subsequent to a student's enrollment, and before instruction in the program or course has begun, the school shall at its option:
    - a. Provide a full refund of all monies paid; or
    - b. Provide completion of the program or course.
  6. For students who enroll in and begin classes, the following schedule of tuition adjustment will be considered to meet minimum standards for refunds:

% length completed to total Length of program	Amount of total tuition owed to the school
0.01% to 4.9%	20%
5.0% to 9.9%	30%
10% to 14.9%	40%
15% to 24.9%	45%
25% to 49.9%	70%
50% and over	100%

7. If the school closes permanently and ceases to offer instruction after students have enrolled, or if a program is canceled after students have enrolled and instruction has begun, the students shall receive a pro-rata refund of tuition.

Students are accepted on a full time basis (special requests may be considered case by case) and are required to maintain an 75% attendance to remain in satisfactory progress. **Freshman (first 300 hours Cosmetology, 80 hours Manicuring, 150 hours Esthetics) students are expected to maintain 100% attendance.**

It is understood that the student will obey all rules and regulations of the Montana State Board of Cosmetology, and Crevier's Academy of Cosmetology. Not to do so will be grounds for termination.

It is understood that Crevier's Academy of Cosmetology does not guarantee employment. Crevier's will educate students in employment opportunities and necessary knowledge in job seeking.

Students must comply with the rules, regulations and policies and understand that the School shall have the right to terminate this contract and student's enrollment at any time for violation of the rules, regulations and policies as outlined in the catalog & handbook. The student also understands that the School reserves the right to modify the rules. Students will be notified and a copy of new policies will be issued to the student.

### GRADUATION REQUIREMENTS

1. COSMETOLOGY-COMplete 2000 HOURS OF TRAINING  
MANICURING - COMPLETE 350 HOURS OF TRAINING  
ETHETICS- COMPLETE 650 HOURS OF TRAINING  
TEACHER TRAINING- COMPLETE 650 HOURS OF TRAINING  
MICRODERMABRASION – Completes 50 hours of advanced training in skin care
2. All practical & theory projects/test/finals must be finished with at least 75%.
3. All financial obligations to school have been met (tuition, charge accounts, other fees)
4. All final paper work is complete
5. Student must be in satisfactory progress
6. A diploma is issued or certificate for microderm-in applicable

**NOTE: CREVIER'S SCHOOL OF COSMETOLOGY WILL NOT DENY ADMITTANCE BECAUSE OF RACE, COLOR, AGE, SEX, RELIGION, OR ETHNIC ORIGIN**

I \_\_\_\_\_ have read and received a copy of this contract and Crevier's current catalog. I fully understand and agree to follow the above provisions and information.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

Signature of legal guardian \_\_\_\_\_ Date \_\_\_\_\_

Signature of school official \_\_\_\_\_ Date of acceptance \_\_\_\_\_