



**ENROLLMENT AGREEMENT**

**TUITION & PAYMENT SCHEDULE:**

Students may pay for tuition with cash, personal check, Paypal, credit card or debit card. The student must satisfy all financial obligations to eRenewable Resource Institute in order to receive their Certificate of Completion. Registration fee must be paid before the commencement of the class.

eRenewable Resource Institute does not provide any loans or grants and does not assist with living expenses.

**PAYMENT PLAN:**

Students may pay in full before the program commences or choose one of the following payment plans. Program payment plans are available to all students. Payment plans for each program are as follows:

Program Payment Plan	Amount must be paid before the commencement of:			
	Course 1	Course 2	Course 3	Exam (optional)
<b>Building Analyst Weatherization Technician</b>	\$1,585	\$1,585	----	\$500
<b>Photovoltaic Installer</b>	\$1,145	\$995	\$1,045	\$145
<b>Photovoltaic System Designer</b>	\$1,145	\$1,045	----	\$145
<b>Solar Technical Sales</b>	\$1,145	\$1,045	\$955	\$145
<b>Solar Thermal Installer</b>	\$1548	\$928	\$619	----

**CANCELLATION AND REFUND POLICY:**

Refunds: Students who withdraw or are terminated by eRenewable Resource Institute are entitled to a prorated refund. No refund will be issued after the halfway point for the class (50% of the contact hours have expired). Prior to 50% completion of each course, refunds are calculated according to the formula:

$$\text{total refund} = \frac{(\text{total contact hours} - \text{contact hours expired at withdrawal date})}{\text{total contact hours}} \times \text{tuition paid}$$

Withdrawal dates are determined by the last date of attendance, or in the case of a student not returning from an authorized Leave of Absence (LOA), the date the student was scheduled to return from the LOA and did not return. All refunds will be issued within thirty (30) days of receiving the notice of cancellation from the student or the withdrawal date.

Three-Day Cancellation: An applicant who provides written notice of cancellation within three (3) days (excluding Saturday, Sunday and federal or state holidays) of signing an enrollment agreement and before the commencement of the program is entitled to a refund of all monies paid. No later than 30 days of receiving the notice of cancellation, the school shall provide the 100% refund.

Other cancellations: An applicant requesting cancellation more than three days after signing an enrollment agreement and making an initial payment and returning all materials and textbooks, but prior to the commencement of the program, is entitled to a refund of all monies paid minus the \$100 registration fee.



**FEES:**

Registration Fee: There is a one-time enrollment fee of \$100 for each program. Registration fee is fully refundable only if an applicant provides written notice of cancellation within three (3) days (excluding Saturday, Sunday and Federal or State holidays) of signing an enrollment agreement and before the commencement of classes.

Reentrance Fee: A \$50 reentrance fee applies when a student is readmitted after being forced to withdraw for any reason including a failure to maintain satisfactory academic progress or to meet the minimum attendance requirements. Reentrance fee is nonrefundable.

Books Fee: Book fees vary and are not refundable once the student accepts delivery. Students will be informed of any required textbooks at the time of registration. eRenewable Resource Institute supplies textbooks for purchase on the first day of class. Students may bring their own textbooks, and should alert eRRI if they have obtained textbooks on their own.

Exam Fee: Exam fees for third party certifications are optional. Fee for NABCEP® Entry Level Exam is \$145. Fee for BPI Building Analyst Exam is \$500.

Transcript Request Fee: The first transcript is available at no cost. Each additional transcript request will cost \$10.

**HOLDER IN DUE COURSE STATEMENT:**

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 amounts paid by the debtor (FTC Rule effective 5-14-76).

**STUDENT ACKNOWLEDGEMENTS (PLEASE INITIAL):**

\_\_\_\_\_ Student testifies that he/she is a high school graduate or has a GED

\_\_\_\_\_ Student has received a copy of the current School Catalog.

\_\_\_\_\_ Student has carefully read and understands all policies and procedure described in the School Catalog.

\_\_\_\_\_ The School Catalog is incorporated as part of the Enrollment Agreement. Student agrees to adhere to the rules and regulations set forth in the School Catalog.

\_\_\_\_\_ eRenewable Resource Institute is not be responsible for any statement of policy or procedure that does not appear in the School catalog.

\_\_\_\_\_ Student is required to maintain a minimum of 80% attendance over the length of the program. Students who fall below 80% attendance will be placed on probation.

\_\_\_\_\_ If a student must be absent or tardy, he/she must call the school within thirty (30) minutes prior to class start time.

\_\_\_\_\_ Student must maintain a minimum grade point average of 2.0 to be considered as making satisfactory academic progress.



\_\_\_\_\_ eRenewable Resource Institute reserves the right to place on probation and/or  
\_\_\_\_\_ terminate a student due to poor attendance, failure to maintain satisfactory  
\_\_\_\_\_ academic progress, violation of student conduct, or nonpayment of tuition or fees.

\_\_\_\_\_ Student must satisfy all financial obligations to eRenewable Resource Institute in  
\_\_\_\_\_ order to receive their Certificate of Completion.

\_\_\_\_\_ eRenewable Resource Institute does not guarantee job placement to graduates  
\_\_\_\_\_ upon program completion or upon graduation.

\_\_\_\_\_ This document does not constitute a binding agreement until accepted in writing by  
\_\_\_\_\_ all parties.

**CONTRACT ACCEPTANCE:**

I, the undersigned, have read and understand this agreement and acknowledge receipt of a copy. It is further understood and agreed that this agreement supersedes all prior or contemporaneous verbal or written agreements and may not be modified without the written agreement of the Student and a certifying Official from eRenewable Resource Institute. I also understand that if I default upon this agreement I will be responsible for payment of any collection fees or attorney fees incurred by eRenewable Resource Institute.

My signature below signifies that I have read and understand all aspects of this agreement and do recognize my legal responsibilities in regard to this contract.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_