



**Amarillo College of Hairdressing, Inc. d/b/a Milan Institute of Cosmetology**

**ENROLLMENT AGREEMENT**

All instruction is provided at the following address:  
 Milan Institute of Cosmetology 1679 E. Monte Vista Ave. Vacaville, CA 95688

Effective Date: 01/01/2025

Full Name	Social Security Number	Date Of Birth	
Address	City, State Zip		
Email Address	Gender	Citizenship	
Program Of Enrollment	Start Date	Scheduled Completion Date	
Period Covered Begin Date	Period Covered End Date	Advisor Full Name	
1/23/2025	1/23/2025	System User	
Total Program Hours	ReEntry or Transfer Hours Accepted	Hours Contracted with the Institution	Weeks Required for Completion as Contracted with the Institution

In case of an emergency, I give authority to the School to reach out to my emergency contact below. I authorize any emergency personal or medical information to be shared with this person and understand that this information may contain personally identifiable information about my attendance or participation at school

Emergency Contact	Emergency Contact Phone	Emergency Contact Relationship
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Our goal is to provide quality education and training to motivated individuals whose career goals are best served by relevant, quality, short term training programs. We want you to succeed and will assist you in the steps to achieving your goals. Student must review and initial each item below:

Initials

1. The Student agrees to comply with all the School rules and regulations, including, but not limited to; attendance, grades, conduct, honesty and financial commitment. If you fail to follow the School rules and regulations, you could be dismissed from the School. If you are dismissed, you may be entitled to a refund as described in the Withdrawal Section of this agreement.

Initials

2. Upon your successful completion of the program, students who are in good standing will receive a Certificate of Completion for the program and the School will then attempt to assist you in your job search. The School nor any of its representatives or agents cannot guarantee or promise you employment, or a salary amount once you have completed your program.

Initials

3. 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.

Initials

4. I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, 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.

Initials

5. 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.

6. I the undersigned purchaser of the program of training, has been given reasonable time to read and understand all the information presented to me. I hereby agree to the terms and conditions contained herein and with my signature I certify having received a copy of this Enrollment Agreement.

Initials

7. Students shall have the right to obtain a clear explanation of the terms and conditions and all cancellation and refund policies in his or her primary language when English is not his or her primary language and the student is unable to understand the terms and conditions of the enrollment agreement. A prospective student shall receive the enrollment agreement, disclosures, and statements in the same language recruitment is conducted in, which is English.

Initials

***Be sure to read all pages of this agreement including Part A, B, and C. They are part of your contract with the School.***

Initials

**ETHNIC AND RACE INFORMATION** - Each institution approved to operate by the Department of Education is required to report the following information for students in each course of instruction. This information is for statistical purposes only

Ethnicity

**CRIME AWARENESS AND CAMPUS SECURITY** - The Campus Security Policy and crime statistics are available online at <http://milaninstitute.edu/consumer-and-clery-information/> and a printed copy can be requested through the office of the School Director.

**STUDENT'S RIGHT TO CANCEL- Cancellation Policy** - Milan Institute of Cosmetology advises each student that a notice of cancellation shall be in writing and that Milan Institute of Cosmetology shall refund 100 percent of the amount paid for institutional charges, if the notice of cancellation is made through attendance within 7 days after the first scheduled class session. The enrollment agreement shall be signed by the student and by an authorized employee of the institution. If an applicant accepted by Milan Institute of Cosmetology cancels prior to the start of scheduled classes or never attends class (no-show), the institution must refund all monies paid. The cancellation policy applies to a maximum of two enrollments per student.

Cancellation of this agreement must occur on or before:

Cancellation Date

1/23/2025

**REFUND POLICY**

Institutions are required to apply State, Licensing and/or Accreditation refund policies as applicable to the location and program attended. If more than one set of regulations applies, the calculation that best benefits the student will be the refund policy adopted.

The student has the right to withdraw from a course of instruction at any time. The student is obligated to pay only for scheduled hours of class attendance through the student's last date of attendance and for unreturned equipment. If the student withdraws from a program of instruction after the period allowed for cancellation of the agreement, as listed above in "Cancellation of Agreement," the school will remit a refund within 45 days following the student's withdrawal whether officially or unofficially.

A pro-rata refund will be computed based on scheduled hours of class attendance through the last date of attendance. Leaves of absence and school holidays will not be counted as part of the scheduled class attendance.

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds.

**REFUNDS SHALL BE CALCULATED AS FOLLOWS:**

A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the California Code 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 and is to be paid within 45 days of the determination of withdrawal.

- Milan Institute is an institution that participates in the federal student financial aid programs, and, as required, Milan Institute shall provide a determination of tuition charges based on a pro rata refund of tuition based upon the students' progress in their program of study up to point where the student who has completed 60 percent of the total charges for the current period of attendance.

- 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.
- For purposes of determining a refund under this section, 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 its catalog.
- If the student obtains equipment, as specified in the agreement as a separate charge, and returns it in good condition (equipment seal cannot be broken, log-on occurred, or is marked or damaged in any way) within 45 days following the date of your withdrawal, Milan Institute shall refund the charge for the equipment paid by the student.
- If the student fails to return the equipment in good condition, allowing for reasonable wear and tear, within this 45-day period, Milan Institute may offset against the refund of the documented cost to the school of the equipment.
- The student shall be liable for the amount, if any, by which the documented cost of the equipment exceeds the pro-rated refund amount. The documented cost of the equipment may be less than the amount charged, and the amount Milan Institute has charged in the contract.
- For a list of these charges, see Addendum of the Enrollment Agreement. If the amount that the student has paid is more than the amount that is owed for the time of attendance, and then a refund will be made within 45 days after the date of withdrawal.

Milan Institute shall also provide a pro rata refund of non-federal student financial aid program moneys paid for institutional charges to students who have completed 60 percent or less of the period of attendance. Milan Institute shall also maintain a cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellation or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year.

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

**WITHDRAWAL DATE** - Withdrawal: Is the termination of an enrolled student prior to successful completion of a program. Classifications of withdrawals include but are not limited to a drop, dismissal and out-of-school transfer.

A student may officially withdraw by providing notification either orally or in writing to any school official. For purposes of an unofficial withdrawal and the date of determination for tuition refund and Return to Title IV purposes, the determination of withdrawal can be no more than 14 consecutive calendar days from the last date of attendance, except in those cases when a student fails to return from a scheduled leave. Milan Institute is an institution that is required to take attendance, and, as such, is expected to have a procedure for routinely monitoring attendance of its students to determine, in a timely manner, when a student ceases to be enrolled and attending. Milan Institute states that the date of determination that the student withdrew is no later than 14 days after the student's last date of attendance as determined by its attendance records.

**SCHOOL CLOSURE POLICY** - If a program or course is cancelled subsequent to a student's enrollment, and before instruction in the program has begun, the school shall provide a full refund of all monies paid. If the school closes permanently and ceases to offer instruction after students have enrolled, or if a program is cancelled after students have enrolled or instruction has begun, the school will provide a pro rata refund for all students transferring to another school, as approved by the Bureau of Private Postsecondary Education, based on the hours accepted by the receiving school or if a student does not transfer to another school a full refund of all monies paid.

#### **RETURN TO TITLE IV CALCULATION (R2T4)**

When a student withdraws from their program, a campus is required to determine the earned and unearned portions of Title IV aid. The determination is based on the amount of time the student spent in attendance or, in the case of a clock-hour program, was scheduled to be in attendance.

- Up through the 60% point in each payment period or period of enrollment, a pro rata schedule is used to determine the amount of Title IV funds the student has earned at the time of withdrawal. After the 60% point in the payment period or period of enrollment, a student has earned 100% of the Title IV funds he or she was scheduled to receive during the period.
- For a student who withdraws after the 60% point-in-time, there are no unearned funds.

If the amount that the student has paid is more than the amount that the student owes for the time he/she has attended, then a refund will be made within 45 days. If a student who has received Title IV, HEA program assistance is owed a refund, the school will allocate the refund in the following order: Federal Direct Loan Program, Federal Parent Loan for Undergraduate Study (PLUS), Federal Pell Grant, any other Title IV Assistance, to student. If there is a balance due, the student is responsible for paying it.

**DELINQUENT TUITION** - The student maybe charged a \$10.00 late fee for payments received 10 days after the due date. Any student who is delinquent in payments to the school may be suspended or terminated from school, at the discretion of the administration, until the school receives payment or the student makes written payment arrangements acceptable to the school. If an amount is due, a payment schedule is arranged. If a student does not follow the payment guidelines, after 90 days his/her account will be turned over to the Corporation's collection agency. The student will be responsible for all costs associated with collection.

**STUDENT TUITION RECOVERY FUND (STRF)** - 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. All STRF fees are non-refundable.

#### **TREATMENT OF TITLE IV AID WHEN A STUDENT WITHDRAWS**

The law specifies how your school must determine the amount of Title IV program assistance that you earn if you withdraw from school. The Title IV programs that are covered by this law are: Federal Pell Grants, Iraq and Afghanistan Service Grants, TEACH Grants, Stafford Loans, PLUS Loans, Federal Supplemental Educational Opportunity Grants (FSEOGs) and Federal Perkins Loans. When you withdraw during your payment period or period of enrollment (your school can define these for you and tell you which one applies), the amount of Title IV

program assistance that you have earned up to that point is determined by a specific formula. If you received (or your school or parent received on your behalf) less assistance than the amount that you earned, you may be able to receive those additional funds. If you received more assistance than you earned, the excess funds must be returned by the school and/or you.

The amount of assistance that you have earned is determined on a pro rata basis. For example, if you completed 30% of your payment period or period of enrollment, you earn 30% of the assistance you were originally scheduled to receive. Once you have completed more than 60% of the payment period or period of enrollment, you earn all the assistance that you were scheduled to receive for that period.

If you did not receive all the funds that you earned, you may be due a Post-withdrawal disbursement. If your Post-withdrawal disbursement includes loan funds, your school must receive your permission before it can disburse them. You may choose to decline some or all the loan funds so that you don't incur additional debt. Your school may automatically use all or a portion of your Post-withdrawal disbursement of grant funds for tuition, fees, and room and board charges (as contracted with the school). The school must receive your permission to use the Post-withdrawal grant disbursement for all other school charges. If you do not give your permission (some schools ask for this when you enroll), you will be offered the funds. However, it may be in your best interest to allow the school to keep the funds to reduce your debt to the school.

There are some Title IV funds that you may have been scheduled to receive that cannot be disbursed to you once you withdraw because of other eligibility requirements. For example, if you are a first-time, first-year undergraduate student and you have not completed the first 30 days of your program before you withdraw, you will not receive any Direct Loan funds that you would have received had you remained enrolled beyond the 30<sup>th</sup> day

If you receive (or your school or parent receive on your behalf) excess Title IV program funds that must be returned, your school must return a portion of the excess equal to the lesser of:

1. your institutional charges multiplied by the unearned percentage of your funds, or
2. the entire amount of excess funds.

The school must return this amount even if it didn't keep this amount of your Title IV program funds. If your school is not required to return all the excess funds, you must return the remaining amount.

Any loan funds that you must return, you (or your parent for a PLUS Loan) repay in accordance with the terms of the promissory note. That is, you make scheduled payments to the holder of the loan over a period of time. In addition, you may have exhausted all or a portion of your grace period and repayment of Direct Student Loans may begin immediately.

Any amount of unearned grant funds that you must return is called an overpayment. The maximum amount of a grant overpayment that you must repay is half of the grant funds you received or were scheduled to receive. You do not have to repay a grant overpayment if the original amount of the overpayment is \$50 or less. You must make arrangements with your school or the Department of Education to return the unearned grant funds.

The requirements for Title IV program funds when you withdraw are separate from any refund policy that your school may have. Therefore, you may still owe funds to the school to cover unpaid institutional charges. Your school may also charge you for any Title IV program funds that the school was required to return. If you have questions about your Title IV program funds, you can call the Federal Student Aid Information Center at 1-800-4-FEDAID (1-800-433-3243). TTY users may call 1-800-730-8913. Information is also available on Student Aid on the Web at [www.studentaid.ed.gov](http://www.studentaid.ed.gov).

**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.**

#### **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION**

The transferability of credits you earn at Milan Institute is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the

#### Program Of Enrollment

program 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 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 education goals. This may include contacting an institution to which you may seek to transfer after attending Milan Institute to determine if your certificate will transfer.

## **LICENSURE REQUIREMENTS**

The general requirements for obtaining a manicuring license are that all applicants must:

- a. Is not less than 17 years of age
- b. Has completed the 10th grade in the public schools of this state or its equivalent
- c. Is not subject to denial pursuant to Section 480 and
- d. Has done any of the following:
  1. Completed a course in nail care from a school approved by the board.
  2. Practiced nail care, as defined in this chapter, outside of this state for a period of time equivalent to the study and training of a qualified person who has completed a course in nail care from a school the curriculum of which complied with requirements adopted by the board. Each three months of practice shall be deemed the equivalent of 100 hours of training for qualification under paragraph
  3. Completed the apprenticeship program in nail care specified in Article 4 (commencing with Section 7332).

**FEDERAL OR STATE GUARANTEED 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:

1. The federal and 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.
2. 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.

## **GRADUATION REQUIREMENTS**

Upon successful completion of the program students may be eligible to sit for the State licensing exam. Students in all programs must complete all subjects outlined in their designated program with no grade under 75% in any subject to be eligible for graduation. All students are required to pass the school's final examination with a grade of not less than 75% on both practical and written exams prior to graduation. Students who complete these requirements will receive their Certificate of Completion.

## **GRADUATION AND PLACEMENT INFORMATION**

To help you make a good decision about whether to enroll, Milan Institute of Cosmetology wants you to know that: Milan Institute of Cosmetology does not guarantee employment but offers placement assistance to all eligible graduates. Milan Institute of Cosmetology offers career services to all graduates pursuing employment in their field of study. Services include assistance with creating resumes, guidance on how to conduct a job search, professionalism, and interview preparation. The institution which includes campuses in San Antonio and El Paso, TX; Vacaville, CA and Reno, NV has submitted the following data to its accreditation agency in accordance with annual report filing requirements.

The institution's accrediting agency has allowed flexibilities to the institution in the publication of its student outcome rates if the COVID-19 Pandemic has significantly impacted the ability of students to successfully graduate, sit for licensure and/or obtain employment. Any rates reported below that have been modified in accordance with these flexibilities have been adjusted in one of the following manners as indicated.

**2023      Graduation: 83.16%, Placement: 70.58%, Licensure: 92.84%**

Rates by individual campus and program are available on the Enrollment Agreement addendum.

**Any questions a student may have regarding this Enrollment Agreement that have not been satisfactorily answered by the institution may be directed to Bureau of Private Postsecondary Education, 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.**

**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](http://www.bppe.ca.gov).**



**GENERAL TERMS**

1. The School reserves the right to change or modify, the program content, equipment, staff or materials and organization as necessary, with approval of the school’s licensing agency if required. Such changes may be required to keep pace with the technological advances and to improve teaching methods. In no event will any changes diminish the competency of any program or result in any tuition changes for any currently enrolled student.
2. The School reserves the right to conduct operations and instruction remotely as necessary for the safety of our students, staff, and faculty.
3. The student hereby releases, hold harmless and indemnifies the School and its agents, from and against all liabilities by or asserted against it or them by any reason of bodily injury, property damage, theft of personal property, or illness, which the student may suffer from any cause while a student at the School.
4. If any particular provision if this agreement shall be deemed invalid or unenforceable, it shall not affect the other provisions hereof, and this agreement shall be constructed in all respects as if such invalid or unenforceable provisions were omitted.
5. Any controversy or claim arising out of or relating to this agreement, or breach thereof, shall be settled by arbitration in the accordance with the Commercial Rules of the American Arbitration Associations, and judgment upon the award rendered by the Arbitrator may be entered in any court having jurisdiction.
6. The student will be charged a \$10.00 late fee for payments received 10-days after due date. Payments past 90-days will be turned over to collections. The student will be responsible for all costs associated with collection.
7. Milan Institute of Cosmetology will pay for the initial exam and licensing fees to the California State Board of Barbering and Cosmetology within 60 days of the student’s graduation date, or first available test date provided by the vendor.
8. Grounds for Termination: Students agree to comply with the rules and policies of the School as outlined in this agreement and the School catalog and understand that the School shall have the right to terminate this contract and enrollment at any time for violation of any School policy. The student understands that the School reserves the right to modify the rules or regulations and that the student will be advised of any and all modifications.
9. Students shall have the right to obtain a clear explanation of the terms and conditions and all cancellation and refund policies in his or her primary language when English is not his or her primary language and the student is unable to understand the terms and conditions of the enrollment agreement. A prospective student shall receive the enrollment agreement, disclosures, and statements in the same language recruitment is conducted in.
10. Milan Institute has not entered into any articulation agreements or relationships with educational entities.

**INFORMATION ABOUT THE BEAUTY INDUSTRY**

Those who practice Cosmetology work mostly in a salon, but may work in a spa, hotel, or resort. Estheticians work mostly in salons and spas but may work in a hotel or resort. Some lease booth space from a salon owner, and others manage salons or can open their own shop. Physical stamina is important, having to be on your feet for most of the time. Prolonged exposure to some chemicals may cause skin irritation, so they often wear protective clothing, such as disposable gloves or aprons. Employers look for the following traits when hiring: (1) Creativity by keeping up with the latest trends and trying new hairstyles for clients; (2) Customer-service by being pleasant, friendly, and able to interact with customers in order to retain clients, as well as listening carefully to what the client wants; (3) Tidiness by keeping a neat personal appearance and the work area clean and sanitary. This is necessary for clients’ health and safety so they will be comfortable and want to return; and (4) Time-management is important in scheduling appointments and providing quality service so clients trust that you are dependable.

**GROUND FOR TERMINATION:**

Students agree to comply with the rules and policies of the School as outlined in this agreement and the School catalog and understand that the School shall have the right to terminate this contract and enrollment at any time for violation of any School policy. The student understands that the School reserves the right to modify the rules or regulations and that the student will be advised of any and all modifications.

THIS AGREEMENT IS LEGALLY BINDING WHEN IT IS SIGNED BY THE STUDENT AND ACCEPTED BY THE INSTITUTION.

**SCHEDULE OF PAYMENTS (select all that apply) The school accepts payments in cash, check, MasterCard and Visa.**

Schedule of Payment

Name of Third Party

**ENROLLMENT AGREEMENT Part A - Tuition and Fees**

MANICURIST - DAY Certificate of Completion		600 hours/24 Weeks/25 hours a week Maximum of 36 weeks allowed for completion				
Schedule: Monday through Thursday 8:00 a.m. to 2:45 p.m.						
Breakdown of Costs	Length	STRF*	Books/Materials {a}	Lab Fee {b}	Tuition {b}	Total Charges
Academic Year 1/Period 1	300 Hours/ 12 Weeks	\$0.00	\$636.10	\$175.00	\$4,699.41	\$5,510.51
Academic Year 1/Period 2	300 Hours/ 12 Weeks	\$0.00	\$636.09	\$175.00	\$4,699.40	\$5,510.49
Milan Opt In TOTAL CHARGES		\$0.00	\$1,272.19	\$350.00	\$9,398.81	\$11,021.00
Milan Opt Out TOTAL CHARGES		\$0.00	\$1,770.77	\$350.00	\$9,398.81	\$11,519.58
MANICURIST - EVE Certificate of Completion		600 hours/30 Weeks/20 hours a week Maximum of 45 weeks allowed for completion				
Schedule: Monday through Friday 5:30 p.m. to 9:30 p.m.						
Breakdown of Costs	Length	STRF*	Books/Materials {a}	Lab Fee {b}	Tuition {b}	Total Charges
Academic Year 1/Period 1	300 Hours/ 15 Weeks	\$0.00	\$636.10	\$175.00	\$4,699.41	\$5,510.51
Academic Year 1/Period 2	300 Hours/ 15 Weeks	\$0.00	\$636.09	\$175.00	\$4,699.40	\$5,510.49
Milan Opt In TOTAL CHARGES		\$0.00	\$1,272.19	\$350.00	\$9,398.81	\$11,021.00
Milan Opt Out TOTAL CHARGES		\$0.00	\$1,770.77	\$350.00	\$9,398.81	\$11,519.58

\*All STRF Fees are non-refundable {a} Students have the option to purchase any required digital resources, books and materials separately, see Program Supplies list below. {b} Refund will be prorated upon withdrawal. You are liable for the charges in each payment period. Refer to Refund Policy provision within this Agreement.

**DIGITAL RESOURCES, MATERIALS AND SUPPLIES LIST BELOW, WITH AVAILABLE OPT-OUT.**

Milan Institute does not charge a registration fee. *Disclaimer: In the event a registration fee was to be charged, it would be non-refundable.*

**Exam and Licensure Fees** - Milan Institute will pay for the initial exam and licensing fee to the California State Board of Barbering and Cosmetology within 60 days of the student's graduation date, or first available test date provided by the vendor.  
See attached Checklist and Account Maintenance form for Tuition adjustments, if applicable.

**GRADUATION AND PLACEMENT INFORMATION**

The institution which includes campuses in San Antonio and El Paso, TX; Vacaville, CA and Reno, NV has submitted the following data to its accreditation agency in accordance with annual report filing requirements for 2023:

**All programs at this campus**

**This program at this campus**

86.84% Graduation, 67.63% Placement, 88.04% Licensure    86.67% Graduation, 65.38 Placement, 100% Licensure

Some students who previously enrolled at this institution and were unable to successfully graduate, sit for licensure and/or obtain employment attested that they were unable or unwilling to do so specifically due to the COVID-19 Pandemic. Students who made such attestations have been excluded from the calculation of this rate.

Session

I understand if I do not complete the program within the total scheduled hours as stated in the Enrollment Agreement, I will be charged an extra \$10 for each hour attended over the scheduled hours. There is a two-week grace period for programs that are less than 750 hours long and a four-week grace period for programs that are 900 hours or longer.

Initials

## ENROLLMENT AGREEMENT Part B - Program Supplies

The following is a list of digital resources and supplies, with titles and prices, used in the Manicurist program. Milan Institute of Cosmetology is continuously reviewing its courses and updating its curriculum to provide its students with the most current and up-to-date materials available. Due to this fact, digital resources and supplies may be changed, added or deleted. You will be charged the price of the digital resource at the time of receipt. Milan Institute reserves the right to make these changes in an effort to continually give you the best education possible in your chosen field.

Book Title	ISBN	Student Cost	Outside Cost	Vendor
CI/MA for Milady Standard Nail Technology, 8e	9780357812570	\$ 271.77	\$ 271.77	Only @ Milan
Book Subtotal		\$ 271.77	\$ 271.77	
Sales Tax	8.1250%	\$ 22.08	\$ 22.08	
<b>Book Total</b>		<b>\$ 293.85</b>	<b>\$ 293.85</b>	
Supplies		Student Cost	Outside Cost	Vendor
Mani Nail Kit		\$ 475.92	\$ 476.47	Amazon, Nail Supply Inc, Queen Nails, Target, Ulta, Lee Nail Supply, Sally, Soothe Your Soul, V Beauty Pure Amazon.com Only @ Milan Only @ Milan
V Beauty Pure Nail Kit		\$ 401.19	\$ 847.24	
Smock		\$ 12.43	\$ 26.95	
(1) T-Shirt		\$ 9.53	\$ 9.53	
Name badge & Lanyard		\$ 5.75	\$ 5.75	
Supplies Subtotal		\$ 904.82	\$ 1,365.94	
Sales Tax	8.1250%	\$ 73.52	\$ 110.98	
<b>Supplies Total</b>		<b>\$ 978.34</b>	<b>\$ 1,476.92</b>	
<b>Books/Supplies Total with Tax</b>		<b>\$ 1,272.19</b>	<b>\$ 1,770.77</b>	

\*Itemized list of outside cost and vendors available upon request.

Digital resources are bundled and distributed by the school. You may elect to purchase digital resources on your own, but you must do so within 7 days of starting the program. Failure to have the needed digital resources and supplies within the first 7 days of your start may result in termination from the program. As noted above, some items must be purchased directly from the school.

Select Option:

Digital Resources and Supplies Opt In Opt Out



**ENROLLMENT AGREEMENT Part C - Total Charges**

**YOU ARE RESPONSIBLE FOR THIS AMOUNT. IF THE STUDENT OBTAINS A LOAN TO PAY FOR AN EDUCATIONAL PROGRAM, THE STUDENT WILL HAVE THE RESPONSIBILITY TO REPAY THE FULL AMOUNT OF THE LOAN PLUS INTEREST, LESS THE AMOUNT OF ANY REFUND**

ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM:

TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE:

TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT:

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.**

Please note that you will be charged by payment period and are responsible for the amount of total charges. If you get a student loan, you are responsible for repaying the loan amount plus any interest.

*I have read and understand the above and have received a copy.*

Signature

Signature

Signature

Signer Name Here

Signer Name Here

Signer Name Here