

**MINNESOTA INSTITUTE OF
ADVANCED COMMUNICATION SKILLS, LLC (MIACS, LLC)**

Office Address: 13911 Ridgedale Drive – Suite 406A, Minnetonka, MN. 55305
Phone: 612-730-2789

**ENROLLMENT AGREEMENT FOR NLP
MASTER PRACTITIONER CERTIFICATION**

- Please see Disclosure Statement on bottom of page 3 -

THIS COPY TO BE SIGNED AND RETURNED TO THE SCHOOL- Copy will be made for student.

This enrollment agreement, dated _____ is between the above-named school and

Student Name _____

Address _____

Telephone _____ E-mail _____

I, (student name printed) _____, do hereby affirm that I have read and fully understand the entire “Enrollment Agreement for NLP *MASTER PRACTITIONER* Certification” and I do fully agree with its terms.

Student Signature: _____

Date Agreement Signed: _____

Authorized School Administrator Name: _____

Authorized School Administrator Signature: _____

Date School Administrator Signed: _____

Minnesota Institute of Advanced Communication Skills agrees to provide the following training:

NLP *MASTER PRACTITIONER* Certification Training

Starting Date: _____ Completion Date: _____

This program is a certification program in Neuro-Linguistic *MASTER Practitioner* Programming. Program consists of a total of three, 1-day classes and homework equaling a total of 25 hours training achieved. Certification is awarded upon successful completion of all classroom and homework assignments. *NOTE: Hours may vary*

This training will cost:

Registration Fee.....	N/A
Tuition costs	\$995.00
Books	N/A
Supplies	Provided by school as needed
Materials	Provided by school as needed
Early Registration Discount* (<i>applies if enrolled at least one month in advance of class</i>).....	\$100.00
Other Discounts.....	\$ _____
TOTAL TUITION YOU PAID FOR THE COURSE.....	\$ _____

Agreement is Binding:

This agreement will be binding only when it has been fully completed, signed, and dated by the student and an authorized representative of the school prior to the time instruction begins. This agreement is legally binding upon written acceptance of the student unless cancelled pursuant to the Buyer’s Right to Cancel.

Changes in the Agreement:

Any changes in the agreement will not be binding on either the student or the school unless such changes are acknowledged in writing by an authorized representative of the school and by the student or the student's parent or guardian if he/she is a minor.

Effective Date of Acceptance:

I certify that I have read and understand the cancellation and refund policy and the complaint procedure; I have received a copy of the school catalog or brochure and I am entitled to an exact copy of this Enrollment Agreement, school catalog, and any other papers I sign. I hereby agree to abide by the conditions set forth herein.

Seller's Right to Accept or Refuse an Enrollment Agreement:

MIACS, LLC reserves the right to accept or refuse any enrollment agreement. Each applicant will be notified of acceptance/rejection in writing. In the event an applicant is rejected, any and all tuition, fees, and other charges that were paid to MIACS, LLC shall be refunded.

If a student gives written notice of cancellation after the first lesson is completed, but before completion of 75 percent of the period of instruction, then the student is assessed a pro rate portion of tuition, fees and all other charges plus 25 percent of the total program cost (25 percent not to exceed \$75.00).

Resident School Procedure

Notwithstanding anything to the contrary, if a student gives written notice of cancellation within five business days of the execution of the contract or day on which the student is accepted then a complete refund is given regardless whether the program has started.

If a student gives written notice of cancellation after five business days of the execution of the contract or day on which the student is accepted but before the first lesson has been serviced by the school, then all tuition, fees and other charges, except 15 percent total cost of the program (15 percent not to exceed \$50.00) shall be refunded to the student.

If a student gives written notice of cancellation after the first lesson is completed, but before completion of 75 percent of the period of instruction, then the student is assessed a pro rate portion of tuition, fees and all other charges plus 15 percent of the total program cost (15 percent not to exceed \$100.00).

If a student is classified as a resident during the cancellation period, Resident School procedures apply.

Any notice of cancellation shall be acknowledged in writing within 10 days of receipt of such notice and all refunds shall be forwarded to the student within 30 business days of receipt of such notice.

This refund policy is not linked to any student conduct policy and any promissory instrument shall not be negotiated prior to the completion of 50 percent of the course.

Written notice of cancellation shall take place on the date the letter of cancellation is postmarked or, in the case where the notice hand carried, it shall occur on the date the notice is delivered to the school. The date of execution of the enrollment agreement shall be presumed to be the date of delivery of the notice of acceptance; and if delivered by mail, the postmark date of the letter of acceptance.

Termination by the School:

A student who fails to maintain satisfactory progress, violates safety regulations, interferes with other students' work, is disruptive, obscene, under the influence of alcohol or drugs, or does not make timely tuition payments, is subject to immediate termination.

Cancellation of Classes:

The school reserves the right to cancel a starting class if the number of students enrolling is insufficient. Such a cancellation will be considered a rejection by the school and will entitle the student to a full refund of all money paid to school.

Notice to Buyer:

Do not sign this agreement before you read it or if it contains any blank spaces. This is a legal document. All pages of this agreement are binding. Read both sides of all pages before signing. You are entitled to an

exact copy of the agreement, school catalog, and any other papers you may sign and are required to sign a statement acknowledging receipt of those.

Program Description:

This program is a certification program in Neuro-Linguistic MASTER *Practitioner* Programming. Program consists of a total of three, 1-day classes and homework equaling a total of 25 hours training achieved. Certification is awarded upon successful completion of all classroom and homework assignments.

NOTE: Hours may vary

Buyer's Right To Cancel:

See full notice of cancellation on following page.

If this contract meets with you approval:

Please sign and date on page 1 and also initial (where indicated) the "School Copy" on pages 1, 2 & 3 and return pages 1, 2 and 3 to:

Devin Hastings
MN. Institute of Advanced Communication Skills, LLC
13911 Ridgedale Drive – Suite 406A
Minnetonka, MN. 55305

Disclosure Statement

The Minnesota Institute of Advanced Communication Skills is licensed as a private career school with the Minnesota Office of Higher Education pursuant to Minnesota Statutes, sections 141.21 to 141.32. Licensure is not an endorsement of the institution. Credits earned at the institution may not transfer to other institutions.

