



The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or the Division within 30-days before the school closed or, if the material failure began earlier than 30-days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

**STUDENT'S RIGHT TO CANCEL: (Cancellation Date: \_\_\_\_\_ )**

The student has a right to cancel this enrollment contract and obtain a refund. You may cancel this enrollment contract and receive a refund by providing a written notice to: Lee Havis, Director, International Montessori Society, 9525 Georgia Ave. #200, Silver Spring, MD 20910.

**REFUND INFORMATION:**

The student has a right to a full refund of all charges less the amount of \$70 for the registration fee if he/she cancels this contract prior to midnight of the eighth business day after the first lesson was mailed. In addition, the student may withdraw from the course after instruction has started and receive a pro rata refund for the unused portion of the tuition. For example, if the student has paid \$130 for a lesson in advance, and submits a written request for refund and withdrawal before its evaluation and return, the entire \$130 shall be refunded within thirty days of the request. For those who have paid in advance for more than one lesson, the following applies; 10% course completed-90% refunded, 25% course completed-50% refunded, 50% course completed-25% refunded, 60% or more course completed- 0% refunded. If the institution cancels or discontinues a course or program, the institution will make a full refund of all charges. Refunds will be paid within 30 days of cancellation or withdrawal.

**CANCELLATION INFORMATION**

The student shall have the right to cancel the agreement and receive a full refund before the first lesson and books are received. Cancellation is effective on the date written notice of cancellation is sent. The institution shall make the refund within 45 days, provided the books have not been sent. If the institution sent the first lesson and books before an effective cancellation notice was

received by the institution, the institution shall make a refund within 45 days after the student's return of the books.

**FEES AND CHARGES (Elementary level 6-12)**

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The student is responsible for the following fees and charges:

Registration:	\$ 70
STRF charges (\$7.50 total) <sup>2</sup>	-----
Tuition: (19 lessons @ \$130 per lesson) <sup>3</sup>	\$ 2,470
Books <sup>1</sup> :	<u>\$ 70</u>
<b>TOTAL CHARGES (non-residents of CA):</b>	<b>\$ 2,610</b>

- Books are sent to the student at the same time as the first lesson in the course — under separate cover from the first lesson. If the student cancels the enrollment contract as specified here and the student fails to return the books within ten (10) days following the Notice of Cancellation, the institution will retain the full consideration paid by the student for such books and no refund whatsoever will be paid. No refund for books shall be made if such books are not in good condition, reasonable wear and tear excepted.
- California residents only. Nonrefundable. (see page 1 here)
- Tuition payable with each lesson. The first lesson and books required in the course shall be transmitted to the student within seven (7) days after student’s admission in the course. The institution shall transmit all of the lessons and other materials to the student if the student: (A) has fully paid for the educational program; and (B) after having received the first lesson and initial materials, requests in writing that all of the material be sent. If an institution transmits the balance of the material as the student requests, the institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student, but shall not be obligated to pay any refund after all of the lessons and material are transmitted.

THE TOTAL AMOUNT FOR ALL FEES, CHARGES, AND SERVICES THE STUDENT IS OBLIGATED TO PAY FOR THE COURSE IS: \$2,480. 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 INTERESTS, LESS THE AMOUNT OF ANY REFUND.

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

The transferability of credits you earn at the institution is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate or credential you earn in the IMS teacher education program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate or credential 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 educational goals. This may include contacting an institution to which you may seek to transfer after attending the IMS teacher education program to determine if your certificate or credential will transfer.

**DESCRIPTION OF MATERIALS:**

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With each lesson, the student receives a written commentary pertinent to the subject matter of that lesson's assignment. The student also uses the required texts to complete each assignment.

**SCHOOL PERFORMANCE FACT SHEET**

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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.

I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, and salary or wage information included in the School Performance Fact sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet. \_\_\_\_\_ (student initial)

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.

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Signature of Student Date

*Accepted and approved by:*

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Signature of School Official Title Date