

# East Coast Institute of Taxidermy

(570) 379-3157

1505 Bell Road, Wapwallopen Pa 18660

## Enrollment Agreement / Application

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1. Student's Name \_\_\_\_\_, DOB. \_\_\_\_\_, Phone# \_\_\_\_\_, Address  
City \_\_\_\_\_, State \_\_\_\_\_, Zip \_\_\_\_\_.  
This enrollment / application is a binding contract agreement for the course Basic Taxidermy and Techniques, which has been approved by the *State Board of Private Licensed Schools*.
2. The program is an intensive 12 week 480 hour course of instruction. Classes will be held Monday through Friday, 8:00 to 4:30pm.
3. Students will receive a certificate on successful completion of the program.
4. Tuition for Basic Taxidermy and Techniques Is \$8,845.00. Application fee of \$150.00, for a total of \$8,995.00. Application fee and tuition must be paid in full at least 1 week prior to the start of the program.
5. East Coast Institute of Taxidermy does not provide room and board for students. Every effort will be taken by the school to assist students in finding living arrangements in the multiple hotels and motels in the area.
6. All books needed for the program will be supplied to the student by the school, at no extra cost to the student.
7. All supplies needed for the program will be supplied by the school, at no extra cost to the student.
8. The starting date for this program covered by this agreement is \_\_\_\_\_ ; 200 \_\_\_\_ . Graduation date \_\_\_\_\_ , 200 \_\_\_\_.
9. East Coast Institute of Taxidermy reserves the right to cancel enrollment, if a student does not achieve the academic requirements established by the school. In the event the students enrollment is cancelled within the time frame of tuition reimbursement the student will receive as refund of the pro-rated amount. East Coast Institute of Taxidermy reserves the right to enforce and provide notice of rules as identified in the student hand book and regulations governing the conduct of a student while attending the school. Violation of any such rules and regulations will constitute grounds for dismissal of the student. Any questions or concerns regarding East Coast Institute of Taxidermy shall be directed to Brian Mclaughlin, Director, 1505 Bell Road, Wapwallopen Pa 18660 (570)370-3157. East Coast Institute of Taxidermy is licensed by the Pennsylvania State Board of Private Licensed Schools. Questions or concerns that are not satisfactorily resolved by the East Coast Institute of Taxidermy Director may be brought to the attention of the State Board of Private Licensed Schools , 333 Market ST. 12<sup>th</sup> Floor. Harrisburg, Pennsylvania 17126-0333.
10. East Coast Institute of Taxidermy will refund all tuition payments except the \$150.00 application fee, only if a student requests a refund in writing within 10 business days prior to the first day of class. Tuition refunds are issued on a pro-rated basis after the start of class, accordingly to the withdraw date. The student will also be responsible to pay back any moneys put out by the school for the student. These moneys will be deducted from the refund moneys.  
Refund Schedule  
End of First Week 75% \$6746.25  
End of Third Week 55% \$ 4947.25  
End of Fifth Week 30% \$ 1799.00  
Start of Week Six to Week twelve there is no Refunds.

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**11 East Coast Institute of Taxidermy makes no guarantee of employment upon completion of the program.**

**12** By signing below, I agree that I have received a copy of this agreement and a copy of the student handbook. I agree, I carefully read, and understand the agreement as well as the student handbook. I acknowledge that no promises or statements have been made to me other than the terms of this agreement and the student hand book, and these are the only agreements made between me and East Coast Institute of Taxidermy. I understand that this agreement is a legal and binding contract once I have signed it. By signing below, I verify that all information on this agreement is correct, and I meet the admission requirement published in the student hand book. I understand that I will be held personally responsible for all costs involved in replacement of repair of any equipment of facilities which are damaged by the result of my abuse or misuse of such items of facilities, or which are damaged as a result of my own negligence, including attorney's fees, if necessary.

**13** By signing below, I acknowledge acceptance of all terms and conditions set by East Coast Institute of Taxidermy.

Students Signature \_\_\_\_\_ Date, \_\_\_\_\_.

Note: An underage student must have the endorsement hereon of a parent or legal guardian. The student named herein is a minor and I hereby endorse this application on his/her behalf. I acknowledge that I have reviewed this application and copy of the student hand.

Parent/Guardian Signature \_\_\_\_\_ Date, \_\_\_\_\_.

**14** East Coast Institute of Taxidermy certifies that the following statements are true and correct. An interview and review of the enrollment agreement was completed with the applicant. The applicant was found after review by the director of East Coast Institute of Taxidermy to have meet the admission requirements published in the current student handbook. East Coast Institute of Taxidermy has not made any verbal promises or statements which are contrary to the terms of this enrollment agreement or contents of the student handbook.