

JJBI ENROLLMENT AGREEMENT

Jehovah-Jireh Bible Institute of Higher Learning

1410 Hillabee Street

Alexander City, AL 35010

256-215-4211 <http://www.jjbi.education>

rwilliamsjjbihl@gmail.com

STUDENT INFORMATION

STUDENT NAME:

ADDRESS:

CITY/STATE/ZIP:

TELEPHONE #'S: H: _____ C: _____ W: _____

E-MAIL:

SOCIAL SECURITY #: Last 4 digits

EMERGENCY CONTACT:

RELATIONSHIP: _____

TELEPHONE #: _____

PROGRAM INFORMATION

DATE OF ADMISSION: ____ / ____ / ____ PROGRAM/COURSE:
_____ MO. DAY YR.

PROGRAM START DATE: _____ ANTICIPATED END DATE:

FULL-TIME: PART-TIME: DAY EVENING

DAYS/EVENINGS CLASS MEETS: (*circle*) M T W Th F Sat Sun

TIME OF DAY/EVENING CLASS BEGINS: _____ TIME OF DAY/EVENING CLASS
ENDS: _____

NUMBER OF WEEKS: _____ TOTAL CREDIT/CLOCK HOURS _____

(CIRCLE ONE)

TUITION

THE TOTAL COST OF THE PROGRAM

TUITION: \$ _____

NON-REFUNDABLE REGISTRATION FEE: \$ _____

BOOKS/SUPPLIES: \$ _____

TOTAL COST \$ _____

CANCELLATION REFUND POLICY

Rejection: An applicant rejected by the school is entitled to a refund of all monies paid.

Three-Day Cancellation: An applicant who provides written notice of cancellation within three (3) business day, excluding weekends and holidays, of executing the enrollment agreement is entitled to a refund of all monies paid, excluding the \$40 non-refundable registration fee. Other

Cancellations: An application requesting cancellation more than three (3) days after executing the enrollment agreement and making an initial payment, but prior to the first day of class is entitled to a refund of all monies paid.

Withdrawal Procedure:

- A. A student choosing to withdraw from the school after the commencement of classes is to provide a written notice to the Director of the school. The notice must include the expected last date of attendance and be signed and dated by the student.
- B. If special circumstances arise, a student may request, in writing, a leave of absence, which should include the date the student anticipates the leave beginning and ending. The withdrawal date will be the date the student is scheduled to return to from the leave of absence but fails to do so.
- C. All refund must be submitted within 45 days of the determination of the withdrawal date.

Tuition Refund will be determined as follows:

Full tuition will be paid within the first 30 days

31-60 days = ½ tuition

61-90 days = 20% of tuition

After 90 days no reimbursed

Student Signature _____

Date _____