

Registration Contract

**The Art of Trauma**  
 8-Week course 2017

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ Email: \_\_\_\_\_

I, \_\_\_\_\_ agree to read and abide by The CREATE Institute Financial Policies and to pay all tuition fees promptly as per one of the following plans.

*Tuition may be paid by cheque, money order or bank draft or e-transfer*

PLEASE CHECK ONE

1.) Pay in full by February 21, 2017  
 \$ 700.00

2.) Installments of two: Post-dated cheques for February 21/17 and March 30/17  
 \$ 350.00 x 2

**Financial Policies:**

\* There will be a \$25 fee for each cheque returned NSF. A certified cheque, moneyorder or bank draft must be sent to the office ASAP to cover for any NSF funds and fees.

\*\* There will be a penalty fee of \$25 per month, for each late or cancelled payment.

\*\*\*All tuition fees must be paid by April 15, 2017

**Refund Policy:**

- Students who withdraw after the registration deadline (Feb. 21) are responsible for paying a \$50 administration fee.
- Students who withdraw after Feb. 21 but before the second class are responsible for \$100 administration fee.
- Students who withdraw after the second class but before the third class are responsible for paying 50% of the tuition fee.
- Students who withdraw after the third class are responsible for paying the full tuition fee.

Administrator: \_\_\_\_\_

Date: \_\_\_\_\_

Student (Signature): \_\_\_\_\_

Date: \_\_\_\_\_

*This program does not require approval under the Private Career Colleges Act, 2005*