

Registration Contract

The Art of Trauma
 8-Week course Spring 2020

Name: _____

Address: _____

Phone: (H) _____ (C) _____ Email: _____

I, _____ agree to read and abide by the 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 by e-transfer to admin@thecreateinstitute.org

PLEASE CHECK ONE

- 1.) Pay in full by March 18, 2019
 \$ 900.00
 \$ 800.00 early registration \$100 discount applied (register and pay before Feb. 28)

- 2.) Installments of two: Post-dated payments for March 18/20 and April 15/20
 \$ 450.00 x 2
 \$ 400.00 x 2 early registration \$100 discount applied (register and pay before Feb. 28)

Financial Policies:

- * There will be a \$25 fee for each cheque returned NSF. A certified cheque, money order 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 30, 2020

Refund Policy:

- Students who withdraw after the registration deadline March 18 but before the first class are responsible for paying a \$50 administration fee.
- Students who withdraw after the first class but before the second class are responsible for \$100 tuition 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: _____
 dd/mm/yyyy

Student (Signature): _____

Date: _____
 dd/mm/yyyy

*This course may be cancelled or postponed to a later date due to low participation or unforeseen circumstances. Participants will be notified of time changes or cancellations within one week notice.

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