

# ENROLLMENT AGREEMENT



WILLIAM GEORGE ASSOCIATES LTD.  
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 BURLINGTON, MA 01803  
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STUDENT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ENTRANCE REQUIREMENTS: MUST MEET PMI ELIGIBILITY REQUIREMENTS FOR PMP EXAM.

PROGRAM OR COURSE NAME:

Please Check course/program:	Course Number	Clock Hours:	Tuition	Books	Exam Fees	Total Cost of Program	Other
<input type="checkbox"/> Comprehensive PMO Leadership (Lean Six Sigma Green Belt/PMP/MS Project/Laptop)	1083049	112.5	\$9225	\$92 LSS \$100 PMP \$23 MSP	\$555	\$9995	Includes Laptop with Software (\$610)
<input type="checkbox"/> Advanced Project Management	1025924	37.5	\$3125	\$100	\$555	\$3780	
<input type="checkbox"/> Advanced Project Management Knowledge, Skills & Software	1039168	52.5	\$4012	\$100 \$23	\$555	\$4690	
<input type="checkbox"/> PMP/CAPM Plus Six Sigma Green Belt Certification Including MS Project	1096405	112.5	\$6725	\$92 \$100 \$23	\$555	\$7495	
<input type="checkbox"/> CAPM (Certified Associate in Project Management)	1064404	37.5	\$3125	\$100	\$300	\$3525	
<input type="checkbox"/> PMP plus Six Sigma Green Belt Certification	1079805	97.5	\$6053	\$92 \$100	\$555	\$6800	
<input type="checkbox"/> CAPM (Certified Associates in Project Management) plus Six Sigma Green Belt Certification	1079835	97.5	\$6308	\$92 \$100	\$300	\$6800	
<input type="checkbox"/> Lean Six Sigma Green Belt Certification	1082277	60	\$4858	\$92	0	\$4950	
<input type="checkbox"/> Microsoft Project 2013	1093301	15	\$1372	\$23	0	\$1395	
<input type="checkbox"/> Agile/Scrum Certification	1107415	15	\$1172	\$23	0	\$1195	
<input type="checkbox"/> PMP/CAPM plus Agile/Scrum Cert.	1107414	52.5	\$4012	\$100 \$23	\$555	\$4690	

<input type="checkbox"/> Complex Project Management	1107416	131.5	\$13592	\$92 \$100 \$23 \$23	\$555	\$14995	Includes Laptop with Software (\$610)
<input type="checkbox"/> PMO Leadership plus Agile/Scrum Certification minus laptop	1107417	127.5	\$9202	\$92 \$100 \$23 \$23	\$555	\$9995	
<input type="checkbox"/> Lean Project Management	1107413	112.5	\$6725	\$92 \$100 \$23	\$555	\$7495	
<input type="checkbox"/> Lean Six Sigma with Agile/Scrum	1109271	75	\$5835	\$115		\$5950	
<input type="checkbox"/> MS Project, Agile/Scrum and Project Online	1112986	44	\$3916	\$69		\$3985	
<input type="checkbox"/> Microsoft Project Online Setup and Administration	1112944	13	\$1372	\$23		\$1395	
<input type="checkbox"/> Lean PMO Implementation and Maintenance Certification	1115290	132	13592	\$92 \$100 \$23 \$23	\$555	\$14995	Includes Laptop with Software (\$610)

BURLINGTON CAMPUS

PERIOD BEYOND WHICH LATE REGISTRATION WILL NOT BE ACCEPTED: 2 days before Class Start

DATE PROGRAM OR COURSE (CHECK ONE) BEGINS: \_\_\_/\_\_\_/\_\_\_

DATE PROGRAM OR COURSE (CHECK ONE) ENDS: \_\_\_/\_\_\_/\_\_\_

ESTIMATE OF ADDITIONAL EXPENSES TO BE INCURRED BY STUDENT: ALL FEES ARE INCLUDED IN ABOVE LIST.

STUDENT'S METHOD OF PAYMENT:

- \_\_\_ CASH
- \_\_\_ CHECK
- \_\_\_ CREDIT CARD
- \_\_\_ SCHOOL PAYMENT PLAN
- \_\_\_ PAID FOR BY CAREER CENTER CONTRACT
- \_\_\_ OTHER: \_\_\_\_\_

<b>REFUND LAW (AS PER M.G.L. CHAPTER 255, SECTION 13K):</b>	
1. You may terminate this agreement at any time.	N/A
2. If you terminate this agreement within five days you will receive a refund of all monies paid, provided that you have not commenced the program. Refund Amount:	<b>5<sup>th</sup> day after date both parties have signed the contract</b>
3. If you subsequently terminate this agreement prior to the commencement of the program, you will receive a refund of all monies paid, less the actual	<b>Program start date</b>

reasonable administrative costs described in paragraph 7. Refund Amount:	
4. If you terminate this agreement during the first quarter of the program, you will receive a refund of at least seventy-five percent of the tuition, less the actual reasonable administrative costs described in paragraph 7. Refund Amount:	<i>Last date of first quarter</i>
5. If you terminate this agreement during the second quarter of the program, you will receive a refund of at least fifty per cent of the tuition, less the actual reasonable administrative costs described in paragraph 7. Refund Amount:	<i>Last date of second quarter</i>
6. If you terminate this agreement during the third quarter of the program, you will receive a refund of at least twenty-five percent of the tuition, less the actual reasonable administrative costs described in paragraph 7. Refund Amount:	<i>Last date of third quarter</i>
7. If you terminate this agreement after the initial five day period, you will be responsible for actual reasonable administrative costs incurred by the school to enroll you and to process your application, which administrative costs shall not exceed fifty dollars or five percent of the contract price, whichever is less. A list of such administrative costs is attached hereto and made a part of this agreement.	<i>5<sup>th</sup> day after date both parties have signed the contract</i>
8. If you wish to terminate this agreement, you must inform the school in writing of your termination, which will become effective on the day, such writing is mailed.	N/A
9. The school is not obligated to provide any refund if you terminate this agreement during the fourth quarter of the program.	<i>First day of fourth quarter</i>

Administrative Costs Equal: \$\_\_\_\_\_

I have been provided a copy of the school's catalogue and policies in a manner of my choosing and I am initialing my choice:

hard copy  USB Drive  read-only CD-Rom  send via email

I will download the catalogue and policies from school's website: <http://williamgeorge.net>

#### Student's Initials

I understand this contract will not be in force and effect until signed by both myself and a school representative.

I have received a copy of the school's complaint procedures policy.

I understand the refund law as stated above.

I understand that coursework and/or credit from this school may not be transferable to other institutions of education and acceptance is at the discretion of the receiving institution.

This school is licensed by the Massachusetts Division of Professional Licensure's Office of Private Occupational School Education. Any comments, questions, or concerns about this school's license should be directed to [occupational.schools@state.ma.us](mailto:occupational.schools@state.ma.us) or 617-727-5811, dial "0."

Any changes, addendums, or additions made subsequent to the signing of the enrollment agreement must be in writing and signed by both the school and the student and are subject to the regulations of 230 CMR 15.04.

You have the right to cancel this enrollment contract before the completion of five school days or five percent of this Program, or course, whichever occurs first, and to receive a full refund of all monies paid, less actual reasonable administrative costs up to \$50 and actual reasonable costs of non-reusable supplies or equipment. Refund Amount: \$\_\_\_\_\_

You have the right to cancel this enrollment contract if a school allows you to begin participation in a Program while an initial award for financial aid, including student loans, is pending, and you are subsequently denied some or all of that student loan or financial aid amount, the School shall offer you, in writing, an opportunity to terminate the enrollment agreement with a full refund of all Monies Paid, less actual reasonable administrative costs as defined under M.G.L. c. 255, s. 13K.

STUDENT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT STUDENT'S NAME: \_\_\_\_\_

IF THE STUDENT IS UNDER THE AGE OF 18,

PARENT/GUARDIAN: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT PARENT/GUARDIAN'S NAME: \_\_\_\_\_

SCHOOL OFFICIAL'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT SCHOOL OFFICIAL'S NAME: \_\_\_\_\_

I, the student, have received a completed and signed copy of this agreement on date: \_\_\_\_\_

\_\_\_\_\_ (student's initials)