

ENROLLMENT AGREEMENT

**Approved and Regulated by the Colorado Department of Higher Education,
Private Occupational School Board**

General Information

Date _____

Student's Name _____ Address _____
Street City State Zip

Home Phone _____ Bus. Phone _____

Email: _____

The Department of Occupational Schools (DPOS) Enrollment Agreement Form is a state required form. It protects you by insuring that you are aware of the grievance procedures of the state and that Tallgrass has the required financial bonding.

To return this form, print, scan and email to: (tallgrass@animalacupressure.com), or by mail to:
Tallgrass, 12420 Blue Terrace Way, Castle Rock, CO 80108

When you register for the full Tallgrass Equine or Small Animal Acupressure Massage Program, there are two Hands-On and eight Online Courses available within the Program. This self-paced and pay as you progress study program offers a self-directed program and a payment schedule that meets your needs. The total Program Fee is \$3,375. The program courses and fees are listed below. It is recommended that course work completion occur within an 18 - 24 month period.

Program/Animal Acupressure Massage / Hands-on & Online Courses:

Hands-On Studies:

Introduction to Equine or Small Animal Acupressure	2-day training	\$375	<input type="checkbox"/> Eq	<input type="checkbox"/> SA
Meridians & Specific Conditions 1 & 2 / Hands on Training	4-day training	\$850	<input type="checkbox"/> Eq	<input type="checkbox"/> SA

On Line Studies:

1. Animal Acupressure - Overview of Traditional Chinese Medicine - 12 Lessons		\$250	<input type="checkbox"/> Eq	<input type="checkbox"/> SA
2. Animal Acupressure - Meridian Theory - 9 Lessons		\$275	<input type="checkbox"/> Eq	<input type="checkbox"/> SA
3. Animal Acupressure - 5-Element Theory - 9 Lessons		\$275	<input type="checkbox"/> Eq	<input type="checkbox"/> SA
4. Animal Acupressure - Acupoint Classification - 8 Lessons		\$275	<input type="checkbox"/> Eq	<input type="checkbox"/> SA
5. Animal Acupressure - Acupoint Energetics & Anatomy - 16 Lessons		\$300	<input type="checkbox"/> Eq	<input type="checkbox"/> SA
6. Animal Acupressure - Pathology - 22 Lessons		\$325	<input type="checkbox"/> Eq	<input type="checkbox"/> SA
7. Indicators & Assessment - 9 Lessons		\$325	<input type="checkbox"/> Eq	<input type="checkbox"/> SA
8. Practicum/Proficiency Verification/Case Studies - 4 Lessons		\$125	<input type="checkbox"/> Eq	<input type="checkbox"/> SA

Start Date _____ Estimated Completion _____

Type of Instruction: Classroom _____ Online _____

Admission Requirements: High School diploma or GED

Tuition

Registration Fee \$ _____ Paid per study course

Books (as desired by student) \$ _____ Method of Payment (Cash ___ Check ___ Credit Card ___)

Total \$ _____

Tallgrass Animal Acupressure Institute
12420 Blue Terrace Way, Castle Rock, CO 80108
(303) 681-3030

For Office Use Only					
Schedule of Payments					
Date Due _____	\$ _____	Rcvd	Date Due _____	\$ _____	Rcvd
Date Due _____	\$ _____	Rcvd	Date Due _____	\$ _____	Rcvd
Date Due _____	\$ _____	Rcvd	Date Due _____	\$ _____	Rcvd
Date Due _____	\$ _____	Rcvd	Date Due _____	\$ _____	Rcvd
Date Due _____	\$ _____	Rcvd	Date Due _____	\$ _____	Rcvd

Deposit \$ _____ Date _____ BALANCE DUE \$ _____

The cost of credit is included in the price quoted for the goods and services.

Type of Instruction: Hands-On _____ Online _____ Hours _____

By signing below, the student agrees to pay Tallgrass Animal Acupressure Institute ("school") the total stated tuition & fees as each course is taken. The school agrees to provide the occupational training in accordance with the provisions of the school's current Catalog Volume 6, Dated October 2018 ("Catalog"). Payment of all monies due shall be a condition of continuing enrollment. Upon satisfactory completion of all academic and skill requirements and when all financial obligations to the school have been met the school will award the certificate to the student. The student and school understand that this Enrollment Agreement, WHICH INCLUDES THE REFUND POLICY may not be amended except in writing and signed by both parties.

Student Complaint Attempting to resolve any issue with the School first is strongly encouraged. Student Complaints may be brought to the attention of the Division of Private Occupational Schools online at <http://higher.ed.colorado.gov/dpos> , 303-862-3001. There is a two-year statute of limitation (from the student's last day of attendance) on the student filing a complaint.

FYI bX Dc Jm Students not accepted to the school are entitled to all moneys paid. Students who cancel this contract by notifying the school within three (3) business days are entitled to a full refund of all tuition and fees paid. Students who withdraw after three (3) business days, but before commencement of classes, are entitled to a full refund of all tuition and fees paid except the maximum cancellation charge of \$150.00 or 25% of the contract price which ever is less. In the case of students withdrawing after commencement of classes, the school will retain the cancellation charge plus a percentage of tuition and fees, which is based on the percentage of contact hours attended (if training is offered as distance education: "based on the percentage of number of lessons completed")* in the Program/Stand Alone Course, as described in the table below. The refund is based on the official date of termination or withdrawal.

Refund Table

Student is entitled to upon withdrawal/termination	Refund
Within first 10% of Program	90% less cancellation charge
After 10% but within 25% of Program	75% less cancellation charge
After 25% but within 50% of Program	50% less cancellation charge
After 50% but within first 75% of Program	25% less cancellation charge
After 75% [if paid in full, cancellation charge is not applicable]	No Refund

1. The student may cancel this contract at any time prior to midnight of the third business day after signing this contract.
2. All refunds will be made within 30 days from the date of termination. The official date of termination or withdrawal of a student shall be determined in the following manner:
 - a. The date on which the school receives notice of the student's intention to discontinue the training program; or
 - b. The date on which the student violates published school policy, which provides for termination;
 - c. Should a student fail to return from an excused leave of absence, the effective date of termination for a student on an extended leave of absence or a leave of absence is the earlier of the date the school determines the student is not returning or the day following the expected return date.
3. The student will receive a full refund of tuition & fees paid if the school discontinues a program/stand alone course within a period of time a student could have reasonably completed it, except that this provision shall not apply in the event the school ceases operation.
4. The policy for granting credit for previous training shall not impact the refund policy.

I HAVE RECEIVED A COPY OF THIS ENROLLMENT AGREEMENT AND A CURRENT SCHOOL CATALOG.

Student Signature

Date

School's Approved In-State Agent

Date

By Checking this box I confirm that I have read and understand the contents of this application and have downloaded a copy of the Tallgrass Catalog.



I HAVE RECEIVED A COPY OF THIS ENROLLMENT AGREEMENT, A CURRENT SCHOOL CATALOG.