

# Student Enrollment Agreement

Edify Barber Academy  
7216 Hull Street Rd.  
Richmond, VA 23235  
804 562-6243

[EDIFYBARBERACADEMY@LIVE.COM](mailto:EDIFYBARBERACADEMY@LIVE.COM)  
[www.edifybarberacademy.com/](http://www.edifybarberacademy.com/)

## Student Information

---

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

Address: \_\_\_\_\_  
STREET ADDRESS CITY/STATE ZIP/POSTAL CODE

Name of Parent/Guardian (if student is under 18): \_\_\_\_\_

Telephone: (Home) \_\_\_\_\_ (Business or Cellular): \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Circle One: Male Female

## Program Information (School Only)

Program Title: \_\_\_\_\_ Length: \_\_\_\_\_ Clock Hours: \_\_\_\_\_

Credit \_\_\_\_\_

Class Schedule: ( ) Full Time ( ) Part Time ( ) Day Classes ( ) Evening Classes

Hours per Week: \_\_\_\_\_ Start Date: \_\_\_/\_\_\_/\_\_\_ Anticipated Ending Date: \_\_\_/\_\_\_/\_\_\_

**Program Cancellation:** There will be a cancellation of programs when minimum enrollment is not met. Alternate dates and times will be suggested.

### **CANCELLATION AND REFUND POLICY:**

Should a student's enrollment be terminated or cancelled for any reason, all refunds will be made according to the following refund schedule:

1. Cancellation can be made in person, by electronic mail, by Certified Mail or by termination.
2. All monies will be refunded if the school does not accept the applicant or if the student cancels within three (3) business days after signing the enrollment agreement and making initial payment.
3. Cancellation after the third (3rd) Business Day, but before the first class, results in a refund of all monies paid, with the exception of the registration fee (not to exceed \$150.00).
4. Cancellation after attendance has begun, but prior to 40% completion of the program, will result in a Pro Rated refund computed on the number of hours completed to the total program hours.

5. Cancellation after completing 40% of the program will result in no refund.
6. Termination Date: In calculating the refund due to a student, the last date of actual attendance by the student is used in the calculation unless earlier written notice is received.
7. Refunds will be made within 30 days of termination of student's enrollment or receipt of Cancellation Notice from student.
8. Cancellation of classes or programs by the institution before or after attendance has begun will result in full refunds.
9. Books, materials and fees will not be refunded, thus will not be included in the refund calculation.

**Diploma:**

Upon successful completion of the program, the student will be awarded a Diploma so stating, with the name of the program attended and the clock hours earned. A copy of the Diploma will be kept on permanent record with the student file. The school does not guarantee employment, but will make every effort to assist students with job placement opportunities.

**Methods of Payment:**

Program Name: _____	Tuition	\$ _____
Registration Fee	\$ _____	
Books & Materials	\$ _____	
Other Costs	\$ _____	
	Total Program Price	\$ _____
	Deposit	\$ _____
	Balance Due	\$ _____

- Full payment is paid at the time of signing enrollment agreement.
- Registration fee at the time of signing enrollment agreement with balance paid prior to starting date
- Registration fee at time of signing enrollment agreement with balance paid prior to graduation by a payment plan.

**This agreement constitutes a binding Contract between the Student and Edify Barber Academy**

**GROUNDS FOR TERMINATION**

I agree to comply with the rules and policies and understand that the School shall have the right to terminate this contract and my enrollment at any time for violation of rules and policies as outlined in the catalog. I understand that the School reserves the right to modify the rules and regulation, and that I will be advised of any and all modifications.

**GRADUATION REQUIREMENTS**

I understand that in order to graduate from the program and to receive a diploma, I must successfully complete the required number of scheduled clock hours as specified in the catalog and on the Student Enrollment Agreement, pass all written and practical examination with a 70% average and satisfy all financial obligations to the School.

**EMPLOYMENT ASSISTANCE**

I understand that the School has not made and will not make any guarantees of employment or salary upon my graduation. The School will provide me with placement assistance, which will consist of identifying employment opportunities and advising me on appropriate means of attempting to realize these opportunities.

---

**ACKNOWLEDGEMENT**

This contract contain the entire agreement between the School and myself, and no further modification or representation except as herein expressed in writing will be recognized.

**NOTICE TO PROSPECTIVE STUDENTS: DO NOT SIGN THIS CONTRACT BEFORE YOU HAVE READ IT OR IF IT CONTAINS ANY BLANK SPACES. ALL SIGNERS HAVE RECEIVED AND READ A COPY OF THE BINDING DOCUMENT AND CATALOG.**

**THIS AGREEMENT, TOGETHER WITH THE SCHOOL CATALOG, CONSTITUTES A BINDING CONTRACT BETWEEN THE STUDENT AND THE SCHOOL UPON ACCEPTANCE BY THE SCHOOL.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian  
(If under 18 yrs of age)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of School Official

\_\_\_\_\_  
Date