



## Student Financial Agreement

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Name Social Security # Cell #

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Address City State Zip E-mail

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Start Date of Program Level Desired: Infant/Toddler Early Childhood Elementary I Elementary I-II

| Tuition and Fees                                       | Infant/ Toddler   | Early Childhood   | Elementary I-II   | Additional Expenses                         |           |
|--|-------------------|-------------------|-------------------|---|-----------|
| Application (non-refundable)                           | \$300.00          | \$300.00          | \$300.00          | Course Text Books, Binders, Material Making | ~\$500.00 |
| Albums   | \$200.00          | \$300.00          | \$500.00          | Make-Up Hours (Per Hour)                    | \$60.00   |
| Academic Phase/Independent Study                       | \$1,200.00        | \$2,400.00        | \$2,700.00        | Audit Fee (Per Day)                         | \$80.00   |
| Practicum Phase/Local Consultation/ Observation Visits | \$800.00          | \$1,000.00        | \$1,000.00        | Reinstatement Fee                           | \$200.00  |
| Review and Testing                                     | \$250.00          | \$250.00          | \$250.00          | Long Distance Field Consultant (>50 miles)* | TBD       |
| Certification Fee                                      | \$250.00          | \$250.00          | \$250.00          | Additional fee for Self-Directed Practicum  | \$300.00  |
| <b>Total Fees</b>                                      | <b>\$3,000.00</b> | <b>\$4,500.00</b> | <b>\$5,000.00</b> | Incomplete assignments (Per Day)            | \$20.00   |
| Albums   |                   |                   | \$500.00          |   |           |
| Academic Phase - 2nd summer session                    |                   |                   | \$1,500.00        |   |           |
| <b>Total Fees for Elementary I-II</b>                  |                   |                   | <b>\$7,000.00</b> |   |           |

Tuition covers the academic phase, field supervisor visits, certification fees, albums and handouts.

\* **Note:** Adult learners who select a practicum site more than 50 miles from the nearest MTSN field consultant will be charged additional fees: \$0.45/mile, airfare, overnight lodging, etc., as needed for supervision.

**Tuition does not cover:** the additional supervision visits needed in a self-directed practicum, make-up hours of instruction, make-up exams, supplies for material making, course text books, and binders for albums.

**Payment Options:** Adult learners must pay a **non-refundable application fee of \$300.00** at time of registration. Fees due prior to the commencement of the academic phase are as follows: album fees and academic phase fee. Practicum phase fee is due prior to the commencement of the practicum phase; the remaining review and testing fee is due prior to review and testing. Alternate payment option dates must be arranged at time of registration.

**Cancellation of Application Notice:** The applicant may cancel this contract and receive a refund of monies paid to date, if cancellation is made in writing to MTSN, 3551 E. Sunset Rd., Las Vegas, NV 89120, within (3) business days after the date of signature on application.

**Withdrawal/Refund Policy:** If an adult learner withdraws from the program before the program's start date, MTSN will refund to the adult learner all the money the adult learner has paid minus 10% of the tuition agreed upon in the enrollment agreement or \$150, whichever is less. The money will be refunded within 15 days of written withdrawal notice. The adult learner is required to withdraw officially by writing a letter of intent to MTSN. If an adult learner withdraws or is expelled by MTSN after the start of the training program and before the completion of more than 60% of the program, MTSN shall refund to the adult learner a pro rata amount of the tuition agreed upon in the enrollment agreement, minus 10% of the tuition agreed upon in the enrollment agreement or \$150, whichever is less. Adult learners who withdraw or are expelled after 60% of the training program, are liable for the full amount of tuition. Fees for books, educational supplies or equipment will be refunded to the adult learner by MTSN if these items are returned unused.



**Cancellation of Course by MTSN:** If MTSN cancels the training course or fails to furnish the program agreed upon in the enrollment agreement, all monies paid for courses not completed will be re-funded within 15 days of cancellation. If cancellation occurs within any phase of the program, that phase will be pro-rated and any remaining days of the phase will be refunded within 15 days of cancellation. MTSN will notify students in writing with a minimum 30 day notice if the program is to be cancelled.

**Financial Aid:** There is no financial aid available at this time.

**Time Limit:** Adult learners are expected to complete all course requirements within a three-year time period following the official end of the academic phase for which the adult learner is enrolled. The practicum must begin within two years of the end of the academic phase. A \$200.00 reinstatement fee is due upon approval from the director. Dates assignments due are mandatory. You may ask for an extension in writing, for no more than 30 days from due date for no additional fee. If you do not complete the assignment by the 30 day extension, an additional fee of \$20 per day will be assessed.

**Make-up Hours:** Adult learners missing more than 10% required instructional hours are required to make-up these hours at an additional cost of \$60.00 per hour or attend missed sessions at the next training cycle.

**Auditors:** The audit fee is \$80 per day. (Purchase of albums or books is optional)

**Transfer:** Transfer of hours and/or credits must be from a program recognized by AMS and tuition will be prorated based on the total hours less the transfer hours, calculated as follows  $\text{total fee}/\text{total hours} = \text{hourly rate} \times \text{hours left}$

Students failing to comply with this financial agreement will be withdrawn from the program.

**I agree to pay the above listed tuition and fees as outlined in this contract.**

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Student Signature

Date