



Teacher Education University

1079 West Morse Boulevard, Suite B
Winter Park, Florida 32789
800-523-1578

University Program Enrollment Agreement

Please read the graduate catalog in its entirety before signing this Enrollment Agreement.
READ ENROLLMENT AGREEMENT THOROUGHLY BEFORE ANSWERING QUESTIONS.

Student Information

Name: _____ Social Security #: _____ - _____ - _____.

Address: _____
STREET ADDRESS CITY/STATE ZIP/POSTAL CODE

Telephone (Home) _____ (Business or Cellular): _____

Date of Birth: _____ / _____ / _____ Circle One: Male Female
month day year

E-mail Address: _____

Please check the Graduate Program in Which You Are Enrolling (Total Program Credits Are Listed with each Program).

___ Master of Arts in Education: Concentration Instructional Strategies, 36 credits.

___ Master of Arts in Educational Leadership, 36 credits.

___ Master of Arts in Educational Technology, 36 credits.

___ Master of Arts in Elementary Education, 36 credits

___ Non-Degree Seeking

Anticipated Start Date: Please check term and circle year.

___ Winter Term 20__
___ Summer 20__
___ Fall 20__

Anticipated End Date: December April August Year: 20__

Financial Information

Tuition is charged at \$220 per credit hour. The total tuition cost of each program is \$7920.00. Program costs do not include textbooks and miscellaneous fees.

- Estimated cost of textbooks for the Master of Arts, Education: Concentration in Instructional Strategies degree is: \$650.00
- Estimated cost of textbooks for the Master of Arts, Educational Leadership degree is \$815.00
- Estimated cost of textbooks for the Master of Arts, Educational Technology degree is \$650.00

The estimated cost of textbooks is based on the purchase of required textbooks only. Several courses also have recommended texts, which would alter the overall estimated cost for books. All textbooks are provided by a third party vendor. Students seeking to return textbooks for a refund should consult the return policy provided by the virtual bookstore. Shipping charges paid to the

third party virtual bookstore vendor may vary and are non-refundable. Selected texts and other course required materials may vary.

Miscellaneous fees are listed as:

- Application Fee \$50.00 (one time fee)
- Graduation Fee \$50.00 (one time fee)
- Late Registration Fee \$50.00
- Returned Check \$30.00
- Transcript Fee \$5.00
- Reactivation Processing Fee for Enrolled Students \$25.00

* Tuition and fees are subject to change.

Details regarding miscellaneous fees can also be found in the **Graduate Catalog**.

Total estimated cost for each of the Master of Arts degree programs is: \$8,740 USD.

Payment for tuition and other costs may be made by personal check, money order, wire transfer or credit card (Master Card, Visa, American Express, or Discover). International students must pay with U.S. Currency.

COURSE ENROLLMENT CANCELLATION AND REFUND POLICY

Should the student be terminated or cancel their course enrollment for any reason, Teacher Education University has established this cancellation and refund policy for the protection of the student. A student may cancel their course enrollment at any time by adhering to the following guidelines:

1. Students are encouraged to provide the University a notice of cancellation in writing, however, the notice of cancellation may be forwarded to the University in any manner.
2. All monies will be refunded if the student cancels within five (5) calendar days of signing this enrollment agreement.
3. Teacher Education University will retain the application fee if the student cancels after five (5) calendar days of signing the enrollment agreement but prior to the first day of courses.
4. Refunds are calculated on a course by course basis for students enrolled in more than one course per semester.
5. Beginning on the first day of the semester if cancellation is requested, the student will be refunded according to the following schedule:

Amount of Coursework Completed by Student	Fees Refunded
After one week of a 15 week online course	80% of the tuition
After two weeks of a 15 week online course	70% of the tuition
After three weeks of a 15 week online course	60% of the tuition
After four weeks of a 15 week online course	50% of the tuition
After five weeks of a 15 week online course	40% of the tuition
After six weeks of a 15 week online course	30% of the tuition
After seven weeks of a 15 week online course	20% of the tuition
After eight weeks of a 15 week online course	10% of the tuition
After nine weeks of a 15 week online course	0% of the tuition

6. Termination Date: The termination date for refund computation purposes is the date on which the request to drop is received by the University.
7. Refunds will be made within 30 calendar days of the request to drop.
8. A student may be dismissed by the University for unsatisfactory academic progress, financial delinquency, or failure to comply with University rules or policies as stipulated in the Graduate Catalog.
9. Texts, Kits, and Tools are the property of the student and cannot be returned as part of the refund.
10. If the school is permanently closed and no longer offers instruction, the school shall, at its option:
 - a. Provide a full refund of all monies paid; or
 - b. Provide for completion of the course.

Applicant Refund

Applicants denied admission by the university are entitled to a refund of all monies paid.

GROUND FORS TERMINATION

I agree to comply with the rules and policies and understand that Teacher Education University shall have the right to terminate this contract and my enrollment at any time for violation of rules and policies as outlined in the Graduate Catalog. I understand that the University reserves the right to modify the rules and policies, and that I will be appropriately 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 complete with satisfaction the required number of semester credits and program requirements.

EMPLOYMENT ASSISTANCE

I understand that Teacher Education University has not made and shall not make any guarantees of employment or salary upon my graduation. Teacher Education University will provide students placement assistance, which will consist of identifying employment trends and opportunities as well as strategies to procure such opportunities.

ACCREDITATION

Teacher Education University is currently a DETC accredited university. Students will need to verify eligibility for professional examinations, certification requirements and transfer credits through their state, county, and/or school. Federal financial aid is not available for Teacher Education University until accreditation is granted. It is the responsibility of the student to check with their state, county, district or school to ensure that all requirements are being met.

ACKNOWLEDGEMENT

This contract contains the entire Program Enrollment Agreement between the student and Teacher Education University, and no further modification or representation except as herein expressed in writing will be recognized.

I acknowledge that I have received a copy of this Program Enrollment Agreement and that I have read this contract in its entirety and to the best of my knowledge all information has been completed truthfully and accurately.

I have also received a copy of the Graduate Catalog dated: _____.

This agreement constitutes a binding contract between the student and Teacher Education University.

___ I have read the entire Program Enrollment Agreement.

___ I have read the Graduate Catalog and agree to abide by all policies and guidelines therein.

Signature of Applicant

Date

Signature of University Official

Date

Please note that there are three pages to this enrollment agreement.