

CALIFORNIA COLLEGE OF NATURAL MEDICINE

Physical Address
119 Figueroa Street,
Ventura, CA 93001

Mailing Address
1237 S. Victoria Ave #169
Oxnard, CA 93035

Phone: 805 641-0006 Fax: 928-496-2050
Web Site: www.cconm.com Email: t4joy@earthlink.net

ENROLLMENT APPLICATION

Please fill out and mail a signed and initialed hard copy to our MAILING ADDRESS.

Date _____ Name _____

Address _____

Phone _____ Fax _____ Email _____

Tuition Payment Method

Visa/MasterCard _____ Exp. _____ Code. _____

Please check the course or approved program you want to enroll in below.

Vocational Certification

- Practitioner Prerequisite
- Nutraceutical Consultant
- Holistic Health Practitioner
- Naturopathic Practitioner
- Clinical Nutritionist
- Master Herbalist
- Homeopathic Medical Practitioner
- Scenar Life Training I
- Scenar Life Training II
- Scenar Life Training III
- Holistic Manual Medicine
- Medical Qigong
- Integrative Reflexology
- Biological Dental Consultant
- NeuroEndocrine & Anti-Aging Certification
- Homeopathic Endocrinology

Start Date: _____ Scheduled Completion Date: _____

Financing is available depending on the cost of the training. Equipment as outlined in the School Catalog may be financed depending on individual credit report. I am interested in financing _____ (initial here).

Please fill in the information below.

Registration: \$100.00	Non-refundable Registration Fee for each training.
Tuition: _____	Prorated upon course withdrawal. Refer to refund provisions on page 2 of this Agreement.
Equipment/Books: _____	Please refer to tuition schedule in school catalog.
STRF Assessment: _____	Student is assessed \$2.50 per one thousand dollars of tuition paid (except third party paid tuition)
Total Tuition \$ _____	

YOU ARE RESPONSIBLE FOR THIS AMOUNT. IF YOU GET A STUDENT LOAN, YOU ARE RESPONSIBLE FOR REPAYING THE LOAN AMOUNT PLUS ANY INTEREST. THIS AGREEMENT IS NOT BINDING UNLESS SIGNED BY BOTH THE STUDENT AND/OR HIS OR HER GUARDIAN AND THE SCHOOL'S REPRESENTATIVE.

Student and/or Guardian's Signature.

Date

School Representative's Signature & Title.

Date

Student's Initials _____

If you have any questions, complaints or problems which you cannot work out with the school, write The principal office of the Bureau is located at 1625 North Market Blvd., Suite S-202, Sacramento, California, 95834; and the mailing address is P.O. Box 980818, West Sacramento, CA 95798-0818.

We require a hard copy of this enrollment form, initialed and signed. All payments will be made payable and mailed to: California College of Natural Medicine, at the address on Page 1.

Except for those fees specified in the school catalog, there are no other fees for equipment, housing, transportation, books, necessary supplies, materials, shop fees, or other fees the student will incur upon enrollment from The California College of Natural Medicine. All textbooks may be purchased from outside sources of student's choice.

Distance and Online Education Programs

These trainings are designed for self-study. You are given course outlines and educational curriculum online to read and study in conjunction with the reading material that is recommended for each training. Should you have a question, call our offices or email your question.

Upon acceptance into the training, you will be issued a password and student identification number by email so you may access the class. There will be no refunds on any session after a password is issued for any online class. California College of Natural Medicine's web site is located at www.cconm.com.

Textbooks and Equipment

Please see information in the school catalog under Tuition.

Transportation, Room & Board

Not included.

Payment Schedule

Students are required to pay for the full program at the time of registration. A tuition-financing program is available depending on credit history.

Registration Fees

Registration fees are charged for the purpose of establishing and maintaining a student file. Registration fees must accompany the Application for Admissions. Applications received without the required fee will not be processed. A separate registration fee is required for each program. Registration Fees are Non-Refundable. Students who have completed one program and are applying to an additional program will be charged an additional registration fee.

Late Registration Fee

A late application fee of \$50.00 applies when a student's application materials, including official transcripts and letters of recommendation, are not received 30 days before residential classes start.

Note: The California College of Natural Medicine reserves the right to make any changes in tuition, refund policies, fees, and expenses without notice, within statutory guidelines.

Students Loans

To assist CCNM students in paying their education, a student loan program is in place for payment of tuition. A \$40.00 credit report fee is mandatory and is **not** refundable if your credit application is not approved.

Student Disclosures

For Continuing Education Trainings, any written contract or agreement signed by a prospective student shall not become operative until the student attends the first class or session of instruction.

Employer Assistance with Tuition

Many employers underwrite programs to assist employees with their education expenses. CCNM encourages students to seek educational assistance from their employer. The

Scholarships

NO scholarship funds are available.

Buyers Right To Cancel

You have the right to cancel this Agreement for a course of instruction until midnight of the first day after the first residential class you attended. This means a day on which you were scheduled to attend a class session.

Cancellation shall occur when you give written notice of cancellation at the mailing address of the School shown on the top of the first page of the Enrollment Agreement. You can do this by mail, hand delivery or telegram. If the written notice of cancellation is sent by mail, it is effective when deposited in the mail properly addressed, signed and with postage prepaid.

The written notice of cancellation need not take any particular form and, however expressed, is effective if it shows that you no longer wish to be bound by this Agreement.

If the school has given you or loaned you any equipment, including books or other materials, you shall return them to the school within thirty days following the date of your Notice of Cancellation.

The cancellation period is considered up to and including the first day of a **residential class**.

Refund During Cancellation Period: The school shall refund 100% of the amount paid less a reasonable deposit or application fee not to exceed \$100.00, if notice is made before or on the first day of residential instruction.

For online classes, once a password has been issued, the class and/or lesson is considered accepted, therefore, NO refund will apply. The California College of Natural Medicine's web site is located at: www.cconm.com.

All requests for cancellations must be submitted in writing to the Chief Academic & Executive Officer, Theresa Dale at CCNM's mailing address.

Refund After Cancellation Period: If a student withdraws from their course after the cancellation period, the student is entitled to only a partial refund. The refund policy is pro rata to the 60 percent point of the course. The formula is as follows:

Total Amount Actually Paid for Lessons taken minus the Registration Fee of \$100.00
= Adjusted Amount (Includes all fees and instruction, but no equipment)
Adjusted Amount X Lessons not received but for which the student has paid
= Final Refund Amount
All refunds will be paid within 30 days of cancellation or withdrawal.

Cancellation Refund Example:

A student enrolls in the Naturopathic Practitioner Program and pays total tuition including a \$100 registration fee. The student cancels on the first day of class. The student's refund would be total tuition minus the \$100.00 registration fee. The \$100.00 registration fee is non-refundable.

Withdrawal Refund Example:

A student enrolls in the Naturopathic Practitioner Program and pays total tuition in full including a \$100 registration fee. The student withdraws after completing 75 percent of the course. The student would not receive a refund, because he or she has completed over 60 percent of the program. On the other hand, if the student has paid total tuition including the \$100.00 registration fee, completes 50% of the training and wants to withdraw from the training – they would receive a refund for the lessons that they did not take or receive a password for. All cancellations and requests for refunds must be submitted to the school office in writing.

STRF: Student Tuition Recovery Fund Disclosures

“You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student, who is a California resident and prepays all or part of your tuition either by cash, guaranteed student loans, or personal loans. (“California resident” means a person who resides in California at the time the enrollment agreement is signed or when the person receives lessons at a California mailing address from an approved institution offering correspondence instruction.)
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident.
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.”

“The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by California residents who were students attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other cost.
4. There was a decline in the quality of the course of instruction within 30 days before the school closed or, if the decline began earlier than 30 days prior to closure, the period of decline determined by the Bureau.
5. An inability to collect on a judgment against the institution for a violation of the Act.”

NOTE: Authority cited: Sections 94803, 94877 and 94923 , Education Code. Reference: Section 94923 , Education Code.

Student Complaints

Dr. Dale (805 641 0006), will be responsible for resolving any student complaints. If the Registrar does not resolve problems, you may email Theresa Dale at t4joy@earthlink.net. Students who have questions or problems concerning this school should contact the Bureau for Private Postsecondary Education, P.O. Box 980818, West Sacramento, CA 95798-0818.

Diplomas

Diplomas/Certificates of Completion will be mailed out to the student in approximately 30 days from graduation.

Job Assistance Program

The California College of Natural Medicine does not promise students employment in this field. However, the institution does intend to promote the services offered by all graduates by offering referrals to inquiries.

Student Conduct

A student who does not behave in a professional manner in class will be suspended. If the student does not correct the situation, they will be dismissed.

Student Services

Vocational Trainings offer academic advisement at no charge, which will be provided through email at www.cconm.com or by phone appointment with the Chief Academic Officer.

State Laws

You are responsible for knowing and complying with the state laws where you reside regarding your ability to help others in the professions that are offered in this catalog.

If you reside in California, you must follow ALL of the rules and regulations of SB577, which you can find on our website. Graduation from any of our programs does not qualify you as a licensed medical doctor or naturopathic doctor or physician. You cannot diagnose, prescribe, and treat symptoms, pursuant to California Business and Professional Code 2052. You can do health counseling or therapies as a health practitioner or therapist according to Senate Bill 577.

Rules of Operation

The institution will remain in operation as long as the citizens of the State of California and of the United States demonstrate a need and growing desire to pursue self-development. Students from all communities will be served without prejudice as to color, race, or creed. Any student who wants to serve their community will have an opportunity to do so by earning the title and Certificate of Completion/Diploma in their desired vocation. The institution will maintain records for at least five years. The institution does not provide English-as-a-Second Language instruction.

CCNM offers online and residential classes. Even though part of the training may be distance online education, dedicated attendance is required in order to reach objectives, just as if a student were participating in the class in real-time.

My signature below certifies that I have read, understood and agreed to my rights and responsibilities, and that the institution’s cancellation and refund policies have been clearly explained to me. I have read the school catalog, understand and agree to its terms.

Accepted by CCNM Representative

Date: _____

CCNM: Theresa Dale, C.C.N., N.P.

I choose to enroll & agree to terms.

Date: _____

Student and/or Guardian’s Signature

Print Name:

If you have any questions, complaints or problems which you cannot work out with the school, write or call the:

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