

# CALIFORNIA COLLEGE OF NATURAL MEDICINE

Address where instruction is provided: **143 Figueroa, Ventura, CA 93001**,  
Mailing Address: **1237 South Victoria Ave, #169, Oxnard, CA 93035**  
Phone: **(800) 421-5027**, Fax: **(928) 496-2050**, [www.cconm.com](http://www.cconm.com), [ccnmadmissions@gmail.com](mailto:ccnmadmissions@gmail.com)

## Student Enrollment Agreement

***This agreement is legally binding when signed by the student and accepted by the institution.***

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

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Program Title: \_\_\_\_\_ Hours: \_\_\_\_\_

Program start date: \_\_\_\_\_ Scheduled completion date: \_\_\_\_\_

Period Covered by Enrollment Agreement: \_\_\_\_\_ Months

Date by Which Student Must Cancel Enrollment Agreement: \_\_\_\_/\_\_\_\_/\_\_\_\_

**You are enrolling in the program listed below. This enrollment agreement is active until the program is completed.**

Prior to signing this enrollment agreement, you must be given a catalog or brochure and a School Performance Fact Sheet, which you are encouraged to review prior to signing this agreement. These documents are available in hard copy or can be downloaded at [www.cconm.com](http://www.cconm.com) and contain important policies and performance data for this institution. This institution is required to have you sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination passage rates, and salaries or wages, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement.

**Student initials** \_\_\_\_\_ I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, and salary or wage information, and the most recent three-year cohort default rate, if applicable, included in the School Performance Fact sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet.

### Notice for Distance and Online Education Programs

These trainings are designed for self-study in the English language. You are given course outlines and education curriculum online to read and study in conjunction with the reading material that is recommended for your enrolled program. The reading material is NOT included in the Tuition. We do not sell equipment. Should you have a question related to this agreement or wish to go over the terms and conditions of this agreement for any reason, call our office or email your question. We offer our trainings in English only.

Upon acceptance into the training, you will be issued a password and student identification number by email so you may access the class if it is online or has online modules. You will be given dates of residential trainings upon enrollment for a residential training. California College of Natural Medicine's website is located at [www.cconm.com](http://www.cconm.com). Login and enter your secure information to register for your login and password.

This enrollment agreement is legally binding when signed by the student and accepted by the institution.

**Student Initials** \_\_\_\_\_

For institutions offering a distance educational Program where the instruction is not offered in real time, the enrollment agreement shall disclose that the California College of Natural Medicine shall transmit all lessons and materials to the student if the student has fully paid for the educational program, within seven days after admission and, after having received the first lesson and initial materials, requests in writing that all of the material be available. If CCNM transmits the balance of the materials per your request, this institution shall remain obligated to provide other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by you. CCNM shall not be obligated to pay any refund after all of the lessons and materials have been transmitted or made available thru your login passcode.

**Student Initials \_\_\_\_\_.** I understand that if there is a partial tuition payment, I will only be able to access the online classes that I have paid for. When full payment for tuition is received, ALL classes will be available to the student.

Cancellation is effective on the dated written notice of cancellation sent. CCNM shall make the refund. If the institution delivered the first lesson and materials before an effective cancellation notice was received, the institution shall refund 100% of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty (\$250) dollars.

### **Important Notices Concerning Loans**

If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

If the student defaults on a federal or state loan, the following may occur: (1) The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan. (2) The student may not be eligible for any other federal student financial aid at another institution or other government financial assistance institution until the loan is repaid.

### **Student's Right to Cancel**

You have the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. Cancellation after the seventh day will receive pro-rata refund based on the module(s) that have been completed.

Cancellation shall occur when you give written notice of cancellation and to CCNM. You may submit a cancellation notice by mail to: CCNM, 1237 South Victoria, #169, Oxnard, CA 93035 or hand delivery. The written cancellation, if sent by mail, is effective when deposited in the mail properly addressed with postage paid.

If a student has received federal student aid funds, the student is entitled to a refund of moneys NOT PAID from federal student financial aid program funds. If the student defaults on a federal or state loan, both the following may occur:

1. The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
2. The student may not be eligible for any other federal student financial aid at another institution or other government financial assistance until the loan is repaid.

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 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.

**Student Initials \_\_\_\_\_**

## **Student Tuition Recovery Fund**

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.”

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd, Ste 225, Sacramento, CA. 95834 or call (888) 370-7589.

To be eligible for STRF, you must be a California resident or are a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.”

Questions regarding the STRF may be directed to the principal office of the Bureau which is located at Bureau for Private Postsecondary Education Physical Address: 1747 N. Market Blvd, Ste 225, Sacramento, CA. 95834.

Mailing Address: P.O. Box 980818, West Sacramento, CA 95798-0818

Direct Line: 916-574-8900 Toll Free: (888) 370-7589 Fax Number: (916) 263-1897 Website: [www.bppe.ca.gov](http://www.bppe.ca.gov)

## **Notice Concerning Transferability of Credits and Credentials Earned At CCNM**

The transferability of credits you earn at the California College of Natural Medicine is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate/diploma you earn in \_\_\_\_\_ is also at the complete discretion of the institution to which you may seek to transfer. If the diploma that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at the institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending the California College of Natural Medicine to determine if your diploma will transfer.

## **Complaint**

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 888-3707589 toll-free or by completing a complaint form, which can be obtained on the bureau’s website [www.bppe.ca.gov](http://www.bppe.ca.gov).

**Student Initials** \_\_\_\_\_

Financing may be available depending on the cost of the training and your credit report. Equipment as outlined in the school catalog may also be financed depending upon the student's credit report. Equipment as outlined in the school catalog may also be financed depending upon the student's credit report. Not all programs are eligible for financing. Please initial here if interested in financing\_\_\_\_\_ after reading financing options at [www.traditionalnaturopathy.com/financial-aid](http://www.traditionalnaturopathy.com/financial-aid)

Financing would be made under ,eparate legal agreement with the financing company or the institution. A Credit Application would need to be requested by calling CCNM 800.421.5027, filled out and signed. We do not supply or sell books, lab supplies or kits, uniforms, protective clothing or equipment. Reading material is available at university bookstores, Amazon or other online sellers.

**NOTICE**

**“YOU MAY ASSERT AGAINST THE HOLDER OF THE PROMISSORY NOTE YOU SIGNED IN ORDER TO FINANCE THE COST OF THE EDUCATIONAL PROGRAM ALL OF THE CLAIMS AND DEFENSES THAT YOU COULD ASSERT AGAINST THIS INSTITUTION, UP TO THE AMOUNT YOU HAVE ALREADY PAID UNDER THE PROMISSORY NOTE.”**

**Institutional Charges**

|                                     |                  |
|-------------------------------------|------------------|
| Tuition                             | \$ _____         |
| Registration Fee (Non-Refundable)   | \$ <u>250.00</u> |
| STRF (Non-Refundable)               | \$ <u>0</u>      |
| Equipment-We do not Sell Equipment  | \$ <u>NA</u>     |
| Textbooks- We do not sell Textbooks | \$ <u>NA</u>     |
| Total                               | \$ _____         |

**Payment Method**

We accept MasterCard, Visa, check or money order payments, and finance programs. If by check, please make out to CCNM and mail to 1237 South Victoria, #169, Oxnard, CA 93035

Visa/MasterCard\_\_\_\_\_ Exp. Date\_\_\_\_\_ Code \_\_\_\_\_

We require a hard copy of this enrollment form, initialed and signed. All payments will be made payable and mailed to the address listed above.

**Student Initials**\_\_\_\_\_. I understand that I will not graduate or receive a certificate of completion until all fees due to CCNM are paid in full.

|  |          |
|--|----------|
| <b>TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE</b>            | \$ _____ |
| <b>ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM</b>    | \$ _____ |
| <b>TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT</b> | \$ _____ |

A student shall enroll solely by means of executing an enrollment agreement and the enrollment agreement shall be signed by the student and by an authorized employee of the institution.

I understand that this is a legally binding contract, my signature below certified 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 choose to enroll & agree to the terms

\_\_\_\_\_  
Student and/or Guardian's Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Printed Name

**For Office Use Only: The school has met disclosure requirements as required by code and regulations.**

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
CCNM Official Signature  
Theresa Dale, PhD, CCN, NP