



**REFUND POLICY**

Should a student terminate or cancel for any reason, all refunds will be made according to the following refund schedule:

1. Cancellation can be made by Certified Mail, return receipt requested only.
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 business day, but before the first class, will result in a refund of all monies paid, with the exception of the registration fee.
4. Cancellation after attendance has begun, through 40% completion of the program, will result in a Pro Rata refund computed on the number of hours completed to the total program hours.
5. Cancellation after completing more than 40% of the program will result in no refund.
6. Termination Date: When calculating the refund due to a student, the postmark date on the Certified Letter will be considered the date of cancellation, regardless of actual time attended.
7. Refunds will be made within 30 days of termination of the students' enrollment or receipt of a Cancellation Notice from the student.

**TERMINATION POLICY**

A student's enrollment can be terminated at the discretion of the institution for insufficient academic progress, non-payment of academic costs, or failure to comply with rules and policies established by the institution as outlined in the catalog and this agreement.

**NON-DISCRIMINATION POLICY**

No person, based on gender, race, national origin, or disability\*, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity under the direction and control of the RV Training Center.

\*Persons must have use of their hands and arms and have correctable vision and hearing to participate in this vocation safely.

**DIPLOMA, CERTIFICATE AND GRADUATION REQUIREMENTS**

Upon satisfactory completion of the program the student will be awarded a diploma and certificate.

I understand that in order to graduate from the program and to receive a diploma, they 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.

**JOB PLACEMENT ASSISTANCE**

The RV Training Center assists in work placement at no additional cost to its students and graduates.

RV Training Center cannot GUARANTEE employment; however, RVTC graduates may have an opportunity for employment by many recreational vehicle dealers in the country. Specific career advice and placement information is posted on our bulletin board and available from the school's Director.

**ACKNOWLEDEMENT**

This document and the catalog constitute a binding contract between the institution and the student and no further modification or representation except as herein expressed by both parties will be recognized.

**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.**

Signature of Applicant	Date	Signature of Parent/Guardian (If under 18 years of age)	Date
Signature of School Official	Date		

## STUDENT INFORMATION SHEET

NAME: \_\_\_\_\_  
  LAST  FIRST  M.I.

ADDRESS: \_\_\_\_\_  
  STREET  CITY  STATE  ZIP

DATE OF BIRTH: \_\_\_\_\_ PHONE (HOME): \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ CELL: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

PH. # CELL: \_\_\_\_\_ HOME: \_\_\_\_\_

**Please list any health issues that may hinder your progress in this course?**

\_\_\_\_\_  
\_\_\_\_\_

### **EDUCATION:** Have you attended any other training that would give you credit for RV Training?

High School/College/Tech School    City & State    Date Graduated    Program Degree/Diploma/Certificate (if experience is RV related, must provide transcript or documentation).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Please use additional page for education if needed)

### **JOB EXPERIENCE:**

Employer	Address & Phone	Dates	Position/Duties
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(please use add'l page for job experience (if needed))

How did you hear about us? \_\_\_\_\_

Radio  TV  Handout  Internet  RV show  Graduate  Dealer  Other

### RV REPAIR EXPERIENCE

\_\_\_\_\_

**Why are you interested in becoming an RV Service Technician?** \_\_\_\_\_

\_\_\_\_\_

Do you own an RV?  No  Yes    What kind? \_\_\_\_\_

Class you would like to attend? \_\_\_\_\_ Winter \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ Fall

I HEREBY ATTEST THAT THE ABOVE INFORMATION IS TRUE AND CORRECT. ANY INFORMATION THAT IS FALSE COULD RESULT IN DISMISSAL FROM THIS PROGRAM.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_