



DETROIT EXTRAVAGANT ACADEMY

Refund Policy & Signature Form

1. Refunds for Classes Canceled by the Institution

If tuition and fees are collected in advance of the start date of a program and the institution cancels the class, 100% of the tuition and fees collected must be refunded. The refund shall be made within 45 days of the planned start date.

2. Refunds for Students Who Withdraw on or Before the First Day of Class

If tuition and fees are collected in advance of the start date of classes and the student does not begin classes or withdraws on the first day of classes, no more than \$100 of the tuition and fees may be retained by the institution.

Appropriate refunds for a student who does not begin classes shall be made within 45 days of the class start date.

3. Refunds for Students Enrolled Prior to Visiting the Institution

Students who have not visited the school facility prior to enrollment will have the opportunity to withdraw without penalty within three days following either attendance at a regularly scheduled orientation or a tour of the facilities and inspection of the equipment.

4. Refunds for Students Enrolled in Professional Development, Continuing Education, or Limited Contract Instruction

Institutions engaging in short-term programs must have a written policy or contract statement regarding whether fees and instructional charges are refundable.

5. Refunds for Withdrawal After Classes Commence

Refund Policy for Programs Obliging Students for Periods of 12 Months or Less

The refund policy for students attending non-public institutions who incur a financial obligation for a period of 12 months or less shall be as follows:

1. During the first 10% of the period of financial obligation, the institution shall refund at least 90% of the tuition.

2. After the first 10% of the period of financial obligation and until the end of the first 25% of the period of obligation, the institution shall refund at least 50% of the tuition.
3. After the first 25% of the period of financial obligation and until the end of the first 50% of the period of obligation, the institution shall refund at least 25% of the tuition.
4. After the first 50% of the period of financial obligation, the institution may retain all tuition.

6. Refund Policy for Programs Obligating Students for Periods Beyond 12 Months

Programs longer than 12 months that financially obligate the student for any period beyond 12 months shall release the student from the obligation to pay beyond the first 12 months if the student withdraws during the first 12 months.

The calculation of the refund for the unused portion of the first 12 months shall be based on the applicable section above.

If the student withdraws during any subsequent period following the first 12 months, the student's refund for the unused portion of tuition applicable to the period of withdrawal shall be based on the applicable section above.

Students agree to comply with the assigned schedule for all applicable beauty programs, which may change from time to time at the discretion of the school.

Students agree to attend theory classes as scheduled for the duration of the course of study, regardless of whether all required tests have been taken and passed.

Refund Policy – Notice of Cancellation

For applicants who cancel enrollment or students who withdraw from enrollment, a fair and equitable settlement will apply.

The following policy applies to all terminations for any reason by either party, including a student's decision to withdraw, course or program cancellation, or school closure.

Any funds due to an applicant or student shall be refunded within 45 days of official cancellation or withdrawal.

Official cancellation or withdrawal shall occur on the earliest of the following dates:

1. Applicant Is Not Accepted by the School

If an applicant is not accepted by the school, the applicant shall be entitled to a refund of all monies paid.

2. Cancellation Within Three Business Days

If a student, or the student's legal guardian, cancels enrollment in writing within three business days of signing the enrollment agreement, all monies collected by the school shall be refunded, regardless of whether the student has started classes.

3. Cancellation After Three Business Days but Before Classes Begin

If a student cancels enrollment after three business days of signing the contract but prior to starting classes, the student shall be entitled to a refund of all monies paid to the school, less the \$100.00 registration fee.

4. Written Notice of Withdrawal

A student may officially withdraw by notifying the institution of the withdrawal in writing.

5. Withdrawal During an Approved Leave of Absence

If a student on an approved leave of absence notifies the school that the student will not be returning, the date of withdrawal shall be the earlier of:

- The expiration date of the approved leave of absence; or
- The date the student notifies the institution that the student will not be returning.

6. Expulsion by the School

A student may be withdrawn as a result of expulsion by the school.

Unofficial withdrawals will be determined by the institution through attendance monitoring conducted at least every 30 days.

7. Determining the Official Cancellation or Withdrawal Date

For official cancellations or withdrawals described in Items 2, 3, 4, or 5 above, the cancellation date will be determined by the postmark on the written notification or the date the notification is delivered in person to the school administrator or owner.

8. Pre-Registered or Never-Attended Students

Any student who officially or unofficially withdraws before six (6) calendar days after the beginning of school will be considered a “pre-registered” or never-attended student.

Tuition Earned by the School

For students who enroll and begin classes but withdraw prior to course completion after three business days of signing the contract, the following schedule of tuition earned by the school applies.

All refunds are based on scheduled hours.

Percentage of Scheduled Time Enrolled in Total Course/Program		Total Tuition School Shall Receive/Retain
0.01% to 4.9%		20%
5% to 9.9%		30%
10% to 14.9%		40%
15% to 24.9%		45%
25% to 49.9%		70%
50% and over		100%

Refund Calculations and Special Circumstances

All refunds will be calculated based on the student's last date of attendance.

Any funds due to a student who withdraws shall be refunded within 45 days of the determination that the student has withdrawn, whether officially or unofficially.

In the case of a disabling illness or injury, death in the student's immediate family, or other documented mitigating circumstances, a reasonable and fair refund settlement will be made.

If the school permanently closes or no longer offers instruction after a student has enrolled, the school will either provide a full refund of all funds paid or provide completion of the course at a later time.

If a course is canceled after a student has enrolled, the school will either provide a full refund of all funds paid or provide completion of the course at a later time.

Student Printed Name: _____

Signature: _____

Date: _____