

# KAM Institute of Technology and healthcare **KAMITH** 6707 North Ave. Oak Park, IL. 60302 PH (708) 848-1700 FX (708) 848-3701 Web:www.kamith.org

### **Enrollment Agreement**

Student Name:	Social Security Number: ***-**-						
Address:							
City:	State: Zip:						
Phone Number Home:	Cell Phone:						
E-mail Address:							
Emergency Contact:							
Relationship:	Phone:						
Program Information							
Date of Admission: Program/Course Name:							
Description:							
Prerequisite Courses & other requirements for admission:							
Objectives:							
Full-Time Part-Time # of wk		# of wks		Day	Evening		
Program Start Date				Program End Date			
Course/Program Name		Cr/Ck Hours		Day		Time	
			M T W Th F Sa Su		F Sa Su		
				M T W Th	F Sa Su		
Total Credit or Clock H	ours						
Payment Schedule				Tuition and	l Fees		
Payment Date	Amo	unt		Course Fee		Amount	
			7				
			Books & Supplies				
				Fees			
				Other Cost _			
		Required Deposit			iit		
				Balance Due			

Financial Aid: A variety of financial aid packages are available to prospective students. Our financial aid department will assist students in financial aid planning.

#### Student Acknowledgments 1. I hereby acknowledge receipt of the school's 5. I understand that the school does not guarantee catalog, which contains information describing transferability of credit and that in most cases, programs offered, and equipment or supplies credits or coursework are not likely to transfer to provided. The school catalog is included as part of another institution. In cases where transferability is this enrollment agreement and I acknowledge that guaranteed, [school name] must provide me copies I have received a copy of this catalog. of transfer agreements that name the exact Students Initials institution(s) and include agreement details and limitations. I have carefully read and received an exact copy of Student Initials \_\_\_ this enrollment agreement. Student Initials \_ 6. I understand that the school does not guarantee job placement to graduates upon program I understand that the school may terminate my completion. enrollment if I fail to comply with attendance, Student Initials academic, and financial requirements or if I fail to abide by established standards of conduct, as 7. I understand that complaints, which cannot be outlined in the school catalog. While enrolled in the resolved by direct negotiation with the school in school, I understand that I must maintain accordance to its written grievance policy, may be satisfactory academic progress as described in the filed with the Illinois Board of Higher Education, school catalog and that my financial obligation to 1 N. Old State Capital Plaza, St. 333, Springfield, the school must be paid in full before a certificate IL 62701 or at www.ibhe.org. or credential may be awarded. Student Initials Student Initials \_\_ 4. I hereby acknowledge that the school has made available to me all required disclosure information listed under the Consumer Information section of this Enrollment Agreement. Student Initials **Notice to Student** 1. Do not sign this agreement before you read it or if it 6. The school does not guarantee the transferability of contains any blank spaces. credits to another school, college, or university. 2. This agreement is a legally binding instrument and is Credits or coursework are not likely to transfer; any only binding when the agreement is accepted, signed, decision on the comparability, appropriateness and and dated by the authorized official of the school or applicability of credit and whether credit should be the admissions officer at the school's principal place accepted is the decision of the receiving institution. of business. Read all pages of this contract before 7. The terms and conditions of this agreement are not subject to amendment or modification by oral signing. 3. You are entitled to an exact copy of this agreement and agreement. any disclosure pages you sign. 8. Any changes in this agreement shall not be binding on 4. This contract and the Catalog constitute the entire either the student or school unless such changes agreement between the student and the school. have been approved in writing by an authorized 5. KAM Institute of Technology and Healthcare is not official of the school and by the student or the accredited by the Higher Learning currently student's parent or guardian. Commission of the North Central Association of Colleges and Schools or the US Department of I certify that I have received a copy of the School The undersigned hereby certifies that he/she has Catalog and that I agree to the terms set forth in complied with Rules and Regulations and 105 this agreement (including those on the back side ILCS 425 in Relation to Private Business and of this page). Vocational Schools throughout the process of enrolling this student. Agreement Accepted by: Agreement Accepted by: Signature of Representative Signature of Student Date Date

Date

Signature of Parent/Guardian

School Chief Managing Designee Date

School Required Placement Statistics (2018)

- The number of students enrolled in the school during past fiscal year: \_\_\_\_115\_\_\_\_
- The number of students who did not complete the course of instruction for which they enrolled during the school's past fiscal year \_\_\_\_\_19
- The percentage of students who did not complete the course of instruction for which they enrolled for the past fiscal year as compared to the number of students who enrolled at the school during the school's past fiscal year. \_\_\_\_17%\_\_\_\_
- The number and percentage of students from the particular school who passed the State licensing examination (if any) during the school's last fiscal year. \_\_\_\_NA
- The number and percentage of graduates who requested placement assistance by the school during the school's last fiscal year. \_\_\_\_\_100%\_\_
- The number and percentage of graduates who obtained employment as a result of placement assistance by the school during the school's last fiscal year. \_\_\_\_\_43.48%\_\_\_\_\_
- The number and percentage of graduates of the particular school who obtained employment in the field who did not use the school's placement assistance during the school's last fiscal year. \_\_0%\_\_

#### STUDENT'S RIGHT TO CANCEL

The student has the right to cancel the initial enrollment agreement until midnight of the 7<sup>th</sup> calendar day after the student has been admitted. If the right to cancel is not given to any prospective student at the time the agreement is signed, then the student has the right to cancel the agreement at any time and receive a refund on all monies paid to date within (5) days of cancellation.

Cancellation should be submitted to the authorized official of the school in writing.

#### **REFUND POLICY**

When notice of cancellation is given within the 7<sup>th</sup> calendar day after the date of acceptance but prior to the first day of class, all application-registration fees, tuition, and any other charges shall be refunded to the student. If books and materials provided by the school are part of the tuition; they must be returned, in original condition, before the refund will be processed.

When notice of cancellation is given after the 7<sup>th</sup> calendar day following acceptance but prior to the close of business on the student's first day of scheduled class attendance. The school may retain no more than the application-registration fee of \$50.00.

When notice of cancellation is given after the student's completion of the first day of scheduled class attendance, but prior to the student's completion of 20% of the course of instruction. The school may retain the application-registration fee, an amount not to exceed 50% of the tuition and other instructional charges, plus the cost of any books or materials that have been provided by the school.

When a student has completed in excess of 5% of the course of instruction, the school may retain the application-registration fee, and the cost of any books or materials which have been provided by the school but shall refund a part of the tuition and other instructional charges in accordance with the following:

Percentage of days in class	Perce
completed by student at	and ir
notice of cancellation	which

Percentage of tuition and instructional charges which school may retain

In Excess of 5% - 10%	0%
In Excess of 10% - 20%	20%
In Excess of 20% - 40%	50%
In Excess of 40% - 50%	100%

When notice of cancellation is given after the student has completed over 50% of the curse of instruction, measured by days in class, the school may retain the application-registration fee and the entire tuition and other charges.

- A student who, on personal initiative and without solicitation enrolls, starts, and completes a course of instruction before the 7<sup>th</sup> day after the enrollment agreement is signed, is not subject to the refund provisions of this section.
- Applicants not accepted by the school shall receive a refund of all tuition and fees paid.
- Application-registration fees shall be chargeable at initial enrollment and shall not exceed \$50.00
- All deposits or down payments shall become part of the tuition and/or fees.
- The school shall mail a written acknowledgment of a student's cancellation or written withdrawal to the student within 15 calendar days.
- If the school cancels or discontinues a course, the student shall have all tuition, fees and other charges refunded.
- The school shall make all student refunds within 30 calendar days from the date of receipt of the student's cancellation.
- A student may give notice of cancellation to the school in writing. The unexplained absence of a student from the school for more than 15 school days shall constitute constructive notice of cancellation to the school. For purposes of cancellation the date shall be the last day of attendance.
- The school reserves the right to make refunds that exceed those prescribed in this section.
- 10. The school shall refund all monies paid to it in any of the follow circumstances:
  - a. The school did not provide the prospective student with a copy of the student's valid enrollment agreement and a current catalog or bulletin.
  - b. The school cancels or discontinues the course of Instruction in which the student has enrolled.

#### FINANCIAL AID

A variety of financial aid packages are available to prospective students. Financial aid is primary awarded in the form of grants instead of loans. A complete financial aid application, computations of household income and financial aid transcripts are required before an applicant's need can be established.

#### **COMPLAINTS**

COMPLAINTS AGAINST THE SCHOOL MAY BE REGISTERED WITH THE ILLINOIS STATE BOARD OF HIGHER EDUCATION BY SENDING A LETTER TO EITHER OF THE FOLLOWING ADDRESSES:

Private Business and Vocational School Division Illinois Board of Higher Education 1 N. Old State Capital Plaza, Suite 333 Springfield, Illinois 62701-3407 (217) 782-2511 Click to add hoader

### Institutional Disclosures Reporting Table Reporting Period: July 1, 2017 - June 30, 2018

#### Per Section 1095,200 of 23 III. Adm. Code 1095: ng information must be submitted to the Board annually: failure to do so is grounds for immediate revocation of the permit o Institution Name: KAM Institue of Technology and Healthcare Basic Computer Computer Summer Dislocated Nursing *Eusiness* Youth Inforkers Programmi Program Name/Course of Instruction Progra Program CIP Code' 51-3902 SOC Code' 311011 52-0407 52-0407 N/A 436011 436011 Disclosure Reporting Category A) For each program of study, report: 1) The number of students who were admitted in the program or course of instruction as of July 1 of this reporting period. 0 2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the a) New starts 60 0 b) Re-enrollments 0 0 0 0 c) Transfers into the program from other programs at the school 0 0 0 0 0 3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2). 0 0 71 0 4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who: the school 0 0 0 5 n 47 b) Completed or graduated from a program or course of instruction Ω n 0 ō 0 0 0 c) Withdrew from the school 0 0 0 28 0 d) Are still enrolled 5) The number of students enrolled in the program or course of instruction who were: a) Placed in their field of study 3 0 0 4 0 b) Placed in a related field 0 0 0 14 0 0 c) Placed out of the field 2 0 29 0 d) Not available for placement due to personal reasons 0 0 0 0 0 0 0 28 0 e) Not employed B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period. 0 0 ٥ ٥ 0 B2) The number of students who took and passed a State licensing examination or 0 ٥ ٥ ٥ ٥ professional certification examination, if any, during the reporting period. C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written 0 n/a n/a n/a n/a D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact \$14.60 graduates by written correspondence.

not part of the sequence or can be taken independent of the full sequence or a stand-alone option. A Course of Instruction may directly prepares tudents for a certificate or other completion credential or it can stand alone or an optional preparation or, in the care of students requiring catch-up work, a prerequirite for a program. Astand-alone course might lead to a credential to be used toward preparing individuals for a trade, occupation, vocation, profession; or it might improve, enhance or add to skills and abilities related to occupation if a credential force reportunities.

'CIP Cade --Please invert the program CIP Code. For more information on CIP codes:

https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55

•SOC Cade -- Please insert the program SOC Code. For more information on SOC codes:

http://www.bls.gov/soc/classification.htm

Muto: PBTS Administrativo Rulos, Soctimas 1095.200(d)(2) and 1095.240, provido additional information related to disclusure data and completion rates. Failure to most minimum standards may result in probation and/or resucation of IBHE approval.

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#### Institution Name: KAM Institue of Technology and Healthcare

				Computer	lirka
		Computer	Computer	Repair and	Design
	Networkin	Office	Office	Albintonan	and
Program Name/Course of Instruction	race il comm	Skills	Skills /	ce ce	.4nimation
CIP Code'	11-1001	52-0407	52-0407	11-1006	11-0801
SOC Code'		436011	436011	151151	151134
Disclosure Reporting Category					
A) For each program of study, report:					
1) The number of students who were admitted in the program or course of instruction as of					
July 1 of this reporting period.				0	0
2) The number of additional students who were admitted in the program or course of instru-	tion during t	he next 12 mo	nths and class	ified in one of	the
a) New starts	0	0	0	0	0
b) Re-enrollments	0	0	0	0	0
c) Transfers into the program from other programs at the school			0	0	0
3) The total number of students admitted in the program or course of instruction during					
the 12-month reporting period (the number of students reported under subsection A1 plus					
the total number of students reported under subsection A2).	0	0	0	0	0
4) The number of students enrolled in the program or course of instruction during the 12-mo	nth reporting	period who:			
the school	0	0	0	0	0
b) Completed or graduated from a program or course of instruction	0	0	0	0	0
c) Withdrew from the school	0	0	0	0	0
d) Are still enrolled	0	0	0	0	0
5) The number of students enrolled in the program or course of instruction who were:					
a) Placed in their field of study	0	0	0	0	0
b) Placed in a related field	0	0	0	0	0
c) Placed out of the field	0	0	0	0	0
d) Not available for placement due to personal reasons	0	0	0	0	0
e) Not employed	0	0	0	0	0
B1) The number of students who took a State licensing examination or professional					
certification examination, if any, during the reporting period.	0	0	0	0	0
B2) The number of students who took and passed a State licensing examination or					
professional certification examination, if any, during the reporting period.	0	0	0	0	0
C) The number of graduates who obtained employment in the field who did not use the		T	I		
school's placement assistance during the reporting period; such information may be					
compiled by reasonable efforts of the school to contact graduates by written	n/a	n/a	n/a	n/a	n/a
, , , , , , , , , , , , , , , , , , , ,					
D) The average starting salary for all school graduates employed during the reporting			I		
period; this information may be compiled by reasonable efforts of the school to contact					
graduates by written correspondence.	n/a	n/a	n/a	n/a	n/a

not part of the sequence or can be taken independent of the full sequence as astand-alone option. A Course of Instruction may directly preparestudents for a certificate or other completion credential or it canstand alone as an optional preparation or, in the case of students requiring catch-up work, a prerequisite for a program. Astand-alone course might lead to a credential to be used toward preparing individuals for a trade, occupation, vocation, profession; or it might improve, enhance or add toskills and abilities related to occupational/career opportunities.

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http://www.bls.gov/soc/classification.htm

Hato: PBTS Administrative Bules, Sections 1095.200(4)(2) and 1095.240, provide additional information related to disclosure data and completion rates. Failure to meet minimum standards may result in probation and/or revocation of IBHE approval.