



# Enrollment Agreement

**American International School**

**P.O. Box 521494 ~ Miami, Fl. 33152 USA**

**Office Tel: 786-637-2151**

**Fast & Easy Enrollment!** Just complete and sign the enrollment application, mail it along with your payment and mail it today. As soon as we receive your information, we will process it and contact you may begin your courses.

**Please Print or Type:**

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone: Daytime: (\_\_\_\_\_) \_\_\_\_\_

Evenings: (\_\_\_\_\_) \_\_\_\_\_

Cellular: (\_\_\_\_\_) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ @ \_\_\_\_\_

**Traditional Program:** The traditional program is **\$750, per student**, (this includes your graduation fee & diploma) **\$425** book fee, and **\$50.00** enrollment fee. Traditional Program Total: **\$1,225.00**

**Full Payment Plan:** Pay in full at time of enrollment and save **\$100**. Your tuition price is **\$1,125.00**.

**Regular Payment Plan:** Make a minimum down payment of **\$150.00** and make 10 monthly payments of **\$107.50**

**FAST TRACK PROGRAM:** All educational materials, teacher support, and test grading. **The FAST TRACK** program is **\$600.00**, plus a **Graduation Fee of \$150.00** which covers the shipping of your diploma & Transcripts. Total Cost: **\$750.00**.

**International Students: Total Cost \$1,700.00**

## PLEASE CHOOSE YOUR METHOD OF PAYMENT

I HAVE ENCLOSED MY CHECK OR MONEY ORDER, PAYABLE TO: **American International School**, in U.S. funds only, or please charge my **Amex** **Visa** **MasterCard** **Discover** through the "PAYPAL" Online Payment Companies:

\_\_\_\_\_ Card Number

\_\_\_\_\_ Exp. Date

\_\_\_\_\_ Name as it Appears on Credit Card

\_\_\_\_\_ Cardholder's Signature

**All payments must be made in USD**

**Please Note:** You will receive a copy of this Agreement upon acceptance by AIS. Your first monthly installment will be due one month after we have accept your Enrollment Agreement. The scheduled monthly payments thereafter will be due before the third of each month. You will be sent a monthly invoice until your tuition is paid in full. It is important for your to know that all payments accredited to your account for past and present courses will not be refunded after 72 hours of enrollment. There will an additional \$10 monthly charge for late payments made. There will be an additional \$25 fee charged for all returned checks. No further courses will be sent until account has been updated. No monies will be reimbursed due to the enrollment and application process .

**Please the Enrollment Agreement in its entirety before signing. A copy of this Agreement will be mailed for your records.**

**Signature:** \_\_\_\_\_ **Today's Date:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ **Social Security Number:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Please circle Yes or No if you are planning to attend college or another higher education institute. **YES** **NO**

American International School  
A Division of Logos Divinity University

## Program Information

1. **Course Materials & Shipping:** Course materials will be sent to the student within 72 hours after receiving the Enrollment Agreement, payment and upon acceptance. There will be an additional \$15 charge for shipping and handling.
2. **Late Payments:** Payments received after their due date are subject to a late payment charge of \$10.
3. **Course Materials:** All books and course materials are provided, however, there is a \$25 Deposit fee.
4. **Employment Disclaimer:** AIS does not guarantee or infer employment.
5. **Termination:** A student can be dismissed from AIS at the discretion of the Principal, for insufficient progress, or non-payments of costs.
6. **Receiving Previous Course Credits:** After enrollment acceptance and evaluation of any and all student transcripts from previous high schools (must be paid for and provided by the student), the student will be notified in writing of the required courses to be completed in order to receive an AIS high School Diploma.
7. **Make Up Exams:** If examinations are returned to the student with an incomplete or failing grade, the student must take a make up exam. The student will be assessed \$10 for each make up exam resubmitted to the school for grading.
8. **Confidentiality:** American International School will not release any information concerning a student's records, grades, or status over the phone in accordance with the Florida statues and the Family Rights and Privacy Act of 1974, to assure confidentiality of a student's educational records.

### American International School-Tuition Protection Agreement

You may direct your request for cancelation to American International School within the 72 hours stated within the Enrollment Agreement. Should you have the need to cancel, please do so within the appropriate time frame. No monies will be refunded after the time frame stated.

To protect the integrity of our program, AIS reserves the right to discontinue your training if you do not submit program assignments or monthly payments on a timely manner; or if you fail to maintain the standards of the school in either grades or conduct.

If the Enrollment Agreement is rejected by the AIS, the applicant will be notified, and, the full amount of cover administrative costs.

**IF YOU ARE UNDER 18 YEARS OF AGE:** Your enrollment obligations must be guaranteed by having your parent, legal guardian, or responsible person over 21 sign below. By signing below, the guarantor guarantees all of the student's obligations under this Enrollment Agreement.

**NOTICE TO CO-SIGNER:** As a guarantor, you may have to pay up to the full amount of the student's debt, plus late fess and collection costs. A default can become part of your credit record. Be sure you can pay if necessary and want to accept this responsibility.

Guarantor's Name: \_\_\_\_\_ Guarantor's Signature: \_\_\_\_\_

Address \_\_\_\_\_ Apt. No. \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Guarantor's Daytime Telephone (\_\_\_\_\_) \_\_\_\_\_  
Evening Telephone (\_\_\_\_\_) \_\_\_\_\_

Guarantor's Relationship to Student \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Additional Information:** All lessons, materials and courses are provided in the tuition of your program. American International School reserves the right to substitute course materials of equal or superior value. Once you have completed your studies and paid your tuition in full, your diploma will be awarded by American International School.

### For American International School Registrar's Use Only

American International School, Approval and Acceptance: By \_\_\_\_\_

Registrar's Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Registration Number \_\_\_\_\_