



OCL Real Estate LLC DBA

# American Home Inspectors Training

## Enrollment Agreement

### PENNSYLVANIA

2360 Venture Drive  
Gibsonia, PA 15044

This is an Enrollment Agreement for American Home Inspectors Training’s home inspection courses. *This is a legally binding contract.* Failure to send all the pages will result in an incomplete registration. **Failure to send all 6 pages** will result in an incomplete registration, hindering you from attending our course. Completely read, sign, and return the entire document via fax or email to:

American Home Inspectors Training  
20225 Water Tower Blvd., 4<sup>th</sup> Floor  
Brookfield, WI 53045

(p) 800.441.9411  
(f) 262.347. 0776  
(e) questions@ahit.com

#### PERSONAL INFORMATION (please complete all information)

Last Name, First Name, MI.

\_\_\_\_\_

Address

City, State & ZIP

\_\_\_\_\_

\_\_\_\_\_

Phone #

Email

\_\_\_\_\_

\_\_\_\_\_

Date of Birth

\_\_\_\_\_

Emergency Contact

Phone #

\_\_\_\_\_

\_\_\_\_\_

#### EDUCATION BACKGROUND (please complete all information)

Highest Level of Schooling Completed

- High School Diploma  GED  Associate Degree  Bachelor’s Degree  Graduate Degree

Date Graduated (month/year)

School

City & State

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*RACE & ETHNICITY SURVEY* (please complete all information)

1. Nonresident aliens (for whom neither race nor ethnicity is reported)

- Yes (if yes, you may skip the remainder of the survey)  No

2. Hispanic/Latino of any race

- Yes (if yes, you may skip the remainder of the survey)  No

3. For individuals who are non-Hispanic/Latino

- American Indian or Alaska Native  Asian  Black or African American  
 Native Hawaiian or Other Pacific Islander  White  Two or more races  
 Race and ethnicity unknown

*MILITARY STATUS* (please complete all information)

1. Are you actively enrolled in a branch of the United States Armed Forces?

- Yes  No

If "yes," please select branch:

- Air Force/Air Force Reserve  Air National Guard  Army/Army Reserve  
 Army National Guard  Coast Guard/Coast Guard Reserve  
 Marine Corps/Marine Corps Reserve  Navy/Navy Reserve

2. Are you a United States Veteran?

- Yes  No

If "yes," please select branch:

- Air Force/Air Force Reserve  Air National Guard  Army/Army Reserve  
 Army National Guard  Coast Guard/Coast Guard Reserve  
 Marine Corps/Marine Corps Reserve  Navy/Navy Reserve

**PROGRAM & TUITION INFORMATION** (please select your course)

I wish to enroll in the one of the following courses indicated below. I agree to follow the training program and upon successful completion of my studies and tuition, I will be awarded a certificate of completion. To successfully complete each program students must attend all classes, complete all hours as indicated, attain a minimum grade of 75% on all tests, and satisfactorily complete all projects. Please refer to the AHIT Catalog for program descriptions.

**OPTION 1 Professional Home Inspection Online Course (120 hours online only)**

Books: (included)

Tuition: \$ 695.00

Total Charges: \$ 695.00

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

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

This course utilizes online videos and texts to teach students about structures, exteriors, roofing, electrical, plumbing, heating and cooling, interiors, and insulation and ventilation.

**OPTION 2 3-Day Professional Home Inspection Blended Course (120 hours online + 27 Classroom Clock Hours)**

3/1 – 3/3/2019

11/1 - 11/3/2019

Books: (included)

Tuition: \$1295.00

Total Charges: \$1295.00

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

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

This course combines online videos, live classroom, and field training. Designed by AHIT’s team of certified and extensively experienced home inspection instructors, students learn about structures, exteriors, roofing, electrical, plumbing, heating and cooling, interiors, and insulation and ventilation. In addition, students will learn what skills it takes to run a business.

All books and learning materials needed for successful completion of each program are included in the tuition fees. All tools and equipment needed are available in the labs during training. The materials received in each program, along with their retail values, are listed below; along with the retail values.

**Materials Received in the Online and Blended Course**

<i>Home Inspection Business</i>	\$99.00	<i>Home Maintenance Manual</i>	\$4.00
<i>The Practical Guide to Home Inspection</i>	\$245.00	Tools	\$30.00
<i>Professional Home Inspection Online Course Workbook</i>	\$25.00	Handouts	\$10.00
Standard Inspection Report	\$12.50	<b>TOTAL</b>	<b>\$425.50</b>

## REFUND AND CANCELLATION POLICY

A full refund of all monies paid if the application is not accepted by the school.

All monies paid by the student, including administration fees, are refunded if s/he requests a refund within five (5) business days after signing this enrollment agreement. A request for cancellation which is not made in writing shall be confirmed in writing by the student within an additional period of five (5) calendar days. The school may retain all of the fee after five (5) calendar days or after ten (10) calendar days absent written confirmation, where required.

If a student terminates the training after five (5) business days and after receiving the texts but prior to class commencement, s/he has two options:

1. The student may retain the texts with a charge of \$245. The \$100 administration fee will be waived.
2. Return the texts in like new condition, with a \$35 restocking fee and \$100 administration fee, for a total charge of \$135.

If a student terminates training after class commencement, the following refunds apply:

<u>% of Course Completed</u>	<u>% of Allowed Refund</u>
First 10% of program	90% of tuition less the cost of program materials
After 10% but within first 25% of program	75% of tuition less the cost of program materials
After 25% but within first 50% of program	50% of tuition less the cost of program materials
After 50%	No refund

Refunds will be provided within 30 days of termination.

The official date of termination or withdrawal of a student shall be determined in the following manner:

1. The date on which the school receives notices of the student's intention to discontinue the training program, *OR*
2. The date on which the student was last recorded attending.

The percentage of the program completed will be determined by comparing the number of completed lessons received for services by the school to the total number of lessons in the program.

## VETERANS REFUND POLICY

The non-refundable portion of registration fees will not exceed \$10.00. All other charges to the student, including tuition, books and supplies issued by the school, registration fees in the excess of \$10.00, and other fees will not exceed the pro-rata portion of total charges that the length of the completed portion of the course bears to the total length of the course. This policy is in compliance with the requirements of 38 CFR 21.4255.

## EXTENUATING CIRCUMSTANCES

In the case of extenuating circumstances the director will consider a settlement that is reasonable and fair to the student and the school.

Postponement of starting date: Postponement of a starting date, whether at the request of the school or the student, requires a written agreement signed by the student and the school. The agreement must set forth:

1. Whether the postponement is for the convenience of the school or student, and;
2. A deadline for the new start date, beyond which the start date will not be postponed.

If the program is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline of the new start date set forth in this agreement, determined in accordance with the school's refund policy and all applicable laws and rules concerning the Private Licensed School Act of 1986.1

*CHANGES MADE BY SCHOOL*

If the school cancels or changes a program of study or location in such a way that the student who has started is unable to complete training, arrangements will be made in a timely manner to accommodate the needs of each student enrolled in the program who is affected by the cancellation or change. If the school is unable to make alternative arrangements that are satisfactory to both parties, the school will refund all money paid by the student of the program.

*OTHER TERMS AND CONDITIONS*

1. **Employment assistance is provided but the school cannot guarantee job placement to graduates upon program/course completion or upon graduation.**
2. Brett Shively, Executive Vice President, may be contacted with any questions or concerns with regard to the terms of this Enrollment Agreement.
3. OnCourse Learning Corporation dba American Home Inspectors Training is licensed by the Pennsylvania State Board of Private Licensed Schools. All questions or concerns that are not satisfactorily resolved by the above named person may be brought to the State Board of Private Licensed Schools, Pennsylvania Department of Education, 333 Market Street, 12<sup>th</sup> Floor, Harrisburg, PA 17126-0333.

*\*Please read, sign your name and add today's date.*

I want to enroll in The American Home Inspectors Training. I have been provided with and read an Academic Catalog and understand the programs and terms. I am 18 years or older or have written consent from my parent or guardian. My signature below signifies that I have read the terms and conditions contained in this Enrollment Agreement and understand all aspects of this agreement and do recognize my legal responsibilities in regard to this contract.

Student signature \_\_\_\_\_

Date \_\_\_\_\_

Parent or guardian if student is less than 18 \_\_\_\_\_

Date \_\_\_\_\_

### Select tuition payment plan for on-site training programs

The courses are priced as shown above. It is preferred that payment be made in full. However, payments may be paid in two (2) installments. There is no interest charged for a payment plan. Contracts are not sold to a third party at any time. A deposit must be paid at the time the Enrollment Agreement is completed in order to ensure a space in class. All books and learning materials needed during the training program are included. (See page 3 for a list of these materials.) Books are shipped upon receipt of the first payment. All tools and equipment needed to satisfactorily complete the course are available in the field during training. In order to work as a home inspector, tools are required. **ANY HOLDER OF THIS CONSUMER CREDIT CONTRACT IS SUBJECT TO ALL CLAIMS AND DEFENSES WHICH THE DEBTOR COULD ASSERT AGAINST THE SELLER OF GOODS OR SERVICES OBTAINED PURSUANT HERETO OR WITH THE PROCEEDS HEREOF. RECOVERY HEREUNDER BY THE DEBTOR SHALL NOT EXCEED AMOUNTS PAID BY THE DEBTOR.** (16 C.F.R. § 433.2(a))

**\*Please check the following box(es) that are applicable and fill in the amount of payment.**

- Alternate Funding \$ \_\_\_\_\_
- I am paying in full \$ \_\_\_\_\_
- I am paying a deposit of \$ \_\_\_\_\_ to hold a place and I will pay \$ \_\_\_\_\_ (the balance) due 2 weeks prior to class.

#### *PAYMENT AUTHORIZATION IF PAYING FOR BALANCE BY CREDIT CARD*

*I authorize American Home Inspectors Training to charge the amount of \$ \_\_\_\_\_ to my credit card. I agree to pay the above amount according to the credit card user agreement.*

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name on card \_\_\_\_\_ Signature \_\_\_\_\_

*This Agreement is not binding until it is accepted by a representative of the school.*

Accepted By \_\_\_\_\_ Date \_\_\_\_\_