

**CHSC NATP ENROLLMENT AGREEMENT (**2022-2023 ACADEMIC YEAR)

Instruction Site Address: **\_\_\_**18710 Van Buren Blvd, **\_**Riverside, CA 92508**\_\_\_\_\_\_\_\_\_\_**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Class Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class End Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The California Healthcare School Center (CHSC) Nursing Assistant Training Program (NATP) is offered in English Language.

CHSC NATP’s length is **160** clock hours; 60 hours for classroom/theory and **100** hours for clinical where students work as NA trainees under the direct supervision of an RN instructor in a long-term skilled nursing facility. The class hours follow the guidelines from CDPH. There is no guarantee of transferability to other states or institutions but copies of academic transcripts/attendance records will be provided upon written request.   The following is the class’s schedule:

□   Full time (evening): Monday through Wednesday 11:00 AM - 7:30pm (Theory/Clinical hours)

 □ Full time Friday, Saturday, and Sunday morning 8.00-4.30pm (Theory/Clinical hours)

 □     Saturday/Sunday Make-up 12pm - 8:00pm

Labs/Clinical\* Hours (depends on facility)

□    \*Clinical hours may vary by site; check before registering.

The CHSC VN Program reserves the right to cancel any class if class enrollment is insufficient. The school can also deny enrollment if the class is filled. Students who could not enroll because class is full can reschedule to the next class.  In the event of class or clinical cancellations due to bad weather or other unexpected emergencies, students will be notified. In cases of cancellation, a makeup class or clinical will be scheduled with notice to student. The training and recruitment for the NATP is by the RNPD in English. Students are required to read and write English at an 8th grade level. Students will be evaluated by the RNPD to ensure that the prospective NA student read, write, and understand English. All training information is provided prior to enrollment in the class. Students who have English as a second language have the right to share this information with the RNPD to gain understanding and for possible evaluation of certificate. Tuition should be paid by cash, check, money order, or credit card and made payable to ‘’ California Healthcare Skills Center ‘’. Tuition must be paid in full before the class’ starting date. Payment plan may be considered at the RNPD’s discretion. Upon successful completion of the program, the NATP student qualifies to take the CDPH certificate exam.

CHSC NATP does not guarantee employment upon graduation nor does the program offer job placement services beyond life skills training, resume preparation training, and attendance of a job fair. **Students have a right to cancel and obtain a full refund of charges paid, minus the $300 nonrefundable registration fee prior to attendance at the first-class session.** If a student received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds. **Students wishing to withdraw must put the request in writing to the RNPD. For students who withdraw after the start of the program or are terminated by the school, refunds are computed based on the last day of attendance and refunded at a pro rata rate based on the hours of attendance in the class within 45 days. No refund will be given to those students completing more than 60% of the training.** If a student obtains a loan to pay for an educational program, the student is responsible to repay the full amount of the loan plus interest, less the amount of any refund. If a student defaults on a federal or state loan, both the following may occur: (1) the federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan. (2) The student may not be eligible for any other federal student financial aid at another institution or other government financial assistance until the loan is repaid.

"**NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION"** The transferability of credits you earn at CHSC is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in NATP is also at the complete discretion of the institution to which you may seek to transfer. If the diploma/license that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending CHSC to determine if your certificate will transfer." If institution offers more than one educational program, only the program in which the student is enrolling must be listed.

Any questions a student may have regarding this enrollment agreement that have not been satisfactorily answered by CHSC RNPD may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834 P.O. Box 980818, West Sacramento, CA 95798-0818 Web site Address: www.bppe.ca.gov Telephone and Fax #'s: (888) 370-7589 or by fax (916) 263-1897 (916) 574-8900 or by fax (916) 263-1897 [www.bppe.ca.gov](http://www.bppe.ca.gov)

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's internet web site www.bppe.ca.gov." Toll-free telephone #: (888) 370-7589 Web site Address: www.bppe.ca.go

Prior to signing this enrollment agreement, you must be given a catalog or brochure and a School Performance Fact Sheet, which you are encouraged to review prior to signing this agreement. These documents contain important policies and performance data for CHSC. CHSC RNPD or designee will have you sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination passage rates, and salaries or wages, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement.

 **Proposed student to initial:**

--------"I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, and salary or wage information, and the most recent three-year cohort default rate, if applicable, included in the School Performance Fact sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet.

The Enrollment Agreement is legally binding when signed by the student and accepted by the institution. The agreement is made in accordance with the BPPE direction, BVNPT, and CHSC policies and procedures as specified in the student handbook (Catalog). Please carefully read these documents. By signing, you agree to the terms stated therein. You will be responsible for the full payment of all tuition fees as stated in the student handbook and CHSC policy. By signing this Enrollment Agreement, you state that your responses on the admission application are true and correct, and you meet the admission requirements as stated in the student handbook, which you have been given.

"I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me.”

Student Name -----------------------------------Signature: ---------------------------Date-----------------

School Representative Name ------------------------------------Signature-------------Date: -------------