

Enrollment Agreement & Disclosure

The Chicago's Pulse CPR Training, Inc. (Chicago's Pulse) Certified Nursing Assistant (CNA) program is designed to help prepare students for a career as a healthcare professional. Certified Nursing Assistants provide basic patient care under the direct supervision of the nurses responsible for providing such patient care. CNA's may spend more time with patients than anyone else on the health care team. For this reason, they can easily form lasting connections with patients, especially when they work in extended care facilities where the same patients are cared for each day.

Chicago's Pulse is located at 3219 W. 111th Street, Chicago, IL 60655, (773)445-2277 phone, (773)445-2278 fax and all instruction for the Certified Nursing Assistant program is provided at that address. We can also be contacted through our email at cpr4pulse@aol.com or website at www.chicagospulse.com.

A CNA program may also be a prerequisite for students who need direct patient care experience as an admission requirement for a higher level health care program or for individuals who wish to test their interest in health care as a career. Individuals might also consider CNA training if they are interested in working in the health care field to support their education.

CNA's are often employed by extended-care facilities, hospitals, home health companies, and by individuals who want extra help when they are in a health care facility or in their own home. When working in a private home, CNA's are often given additional duties, such as cooking, shopping or light cleaning.

The Chicago's Pulse Certified Nursing Assistant program will take 124 hours to complete. This includes 40 hours of classroom instruction, 40 hours of laboratory instruction, 40 hours of on-site clinical instruction and 4 hours of CPR training. There are no home study lessons involved in this program. By the end of the training, students are expected to be able to explain the purpose of various health care organizations, identify members of the health care and nursing teams, know the requirements of a CNA, understand the ethical and legal practices related to health care, be able to describe the patients/residents Bill of Rights, and have a working familiarity with the following topics: Communication, Infection Control, Basic Safety/Emergencies, Body Mechanics/Ergonomics and Assisting the Patient with Mobility, The Patient's/Resident's Environment, Basic Human Needs, Measuring Vital Signs, Hygiene and Grooming, Nutrition, Elimination, the Body System, Cognitive Impairment and Mental Illness, Disease and Conditions, Rehabilitation and Restorative Care, Death and Dying, Vocabulary and Abbreviations. After the student has successfully completed all of the program requirements he or she will receive a Certificate of Completion from Chicago's Pulse and be able to sit for the State exam.

Chicago's Pulse does not guarantee placement, wage and/or salary level at the completion of the program, or success on the State exam. Nor does Chicago's Pulse provide placement assistance. Chicago's Pulse does not grant prior credit for any program completed, such as reduced hours or a discount for any training completed previously.

Informational Disclosure Table

See Addendum A



Tuition/Registration Fee

NON-REFUNDABLE REGISTRATION FEE: \$ 100.00

TUITION: \$ 1075.00

TEXTBOOK: \$ 25.00 (Mosby's Essentials for Nursing Assistants – 5th Edition)

STATE FEE EXPENSES: \$ 110.00 (includes Background Check and State Exam Fee)

OTHER ESTIMATE: \$ 255.00

Other Includes: Stethoscope, scrub top and pants (navy blue), blood pressure cuff, gait belt, wristwatch (with second hand), doctor physical and TB Test

TOTAL ESTIMATED COST FOR CNA PROGRAM / COURSE: \$ 1560.00

- The tuition balance of \$975 **must** be paid in full before the first clinical session is held.
- State fee exams includes \$50 for a background check and \$75 for the State exam.
- Students will be required to take a physical; including TB test (physical forms are due by the second week of class).
- Students are required to provide their own course materials, which are not covered by their tuition, including a dual head stethoscope, blood pressure cuff, textbook (Mosby's Essentials for Nursing Assistants – 5th Edition), scrub top and pants (navy blue), closed-toed rubber soled shoes, gait belt, wristwatch with second hand (required by 2nd lab session), and photo ID. **IT IS MANDATORY FOR STUDENTS TO BRING THEIR TEXTBOOK ON THE FIRST DAY OF CLASS.**
- There will not be any tuition assistance offered by Chicago's Pulse.
- All deposits or down payments shall become part of the tuition and/or fees.

Chicago's Pulse CPR Training Inc. is not accredited by a U.S. Department of Education recognized accredited body.

BUYER'S (STUDENT'S) RIGHT TO CANCEL

The student has the right to cancel the initial enrollment agreement until midnight of the (5th) business 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 (10) days of cancellation. Cancellation should be submitted to the authorized official of the school in writing.

Director of Training
Chicago's Pulse
3219 W. 111th Street,
Chicago, IL 60655



Refund Policy

- A.** When notice of cancellation is given before midnight of the fifth business day after the date of enrollment but prior to the first day of class, all application-registration fees, tuition and any other charges shall be refunded to the student.
- B.** When notice of cancellation is given after midnight of the fifth business day following acceptance but prior to the close of business on the student's first day of class attendance, the school may retain no more than the application-registration fee which may not exceed \$150 or 50% of the cost of tuition, whichever is less.
- C.** When notice of cancellation is given by the student after completion of the first day of scheduled class attendance, but prior to the student's completion of 5% of the course instruction, Chicago's Pulse will retain the Application/Registration fee, but will refund to the Student 10% of the tuition and other instructional charges paid by the student up to, but not to exceed \$300, less the cost of any books or materials which have been provided by Chicago's Pulse.
- D.** When notice of cancellation is given by the student after the student's completion of 5% of the course instruction, but prior to completion of 60% of the course, Chicago's Pulse will retain the Application/Registration fee plus a tuition amount prorated by days in class, and other instructional charges.
- E.** Chicago's Pulse will retain the Application/Registration fee and the entire tuition and other charges paid by the student when notice of cancellation is given after the student has completed over 60% of the course, measured by days in class.
- F.** A student who, on personal initiative and without solicitation, enrolls, starts and completes a course of instruction before the 7th calendar day after this Enrollment Agreement is signed, is not subject to the refund provisions of this section.
- G.** Chicago's Pulse shall refund the applicant's or student's Application/Registration fee and any tuition or other charges paid by the student in the event that Chicago's Pulse cancels the scheduled CNA class because of scheduling conflicts or instructor changes.

Notice of cancellation or refund requests shall be made in writing to:

Director of Training
Chicago's Pulse
3219 W. 111th Street
Chicago, IL 60655

_____ Initials



NOTICE TO STUDENTS AND APPLICANTS

Do not sign this agreement before you read it or if it contains any blank spaces. This agreement is a legally binding instrument and is only binding when the agreement is accepted, signed, and dated by the authorized official of the school or the admissions officer at the school's principal place of business. Read all pages of this contract before signing.

The school does not guarantee the transferability of credits to another school, college, or university. Credits or coursework are not likely to transfer; any decision on the comparability, appropriateness and applicability of credit and whether credit should be accepted is the decision of the receiving institution.

You are entitled to receive an exact copy of the agreement you sign and any information disclosure pages presented by the school.

Under the law you have the right, among others things, to pay the full amount due and to obtain under certain conditions a partial refund of any finance charge.

This agreement and the school catalog constitute the entire agreement between the student and the school.

The terms and conditions of this Enrollment Agreement are not subject to amendment or modification by oral agreement. No changes in this agreement shall be binding on either the student or Chicago's Pulse unless such changes have been approved in writing by the authorized official of the school and by the student.

ANY COMPLAINTS AGAINST CHICAGO'S PULSE MAY BE MADE TO THE ILLINOIS BOARD OF HIGHER EDUCATION, DIVISION OF PRIVATE BUSINESS AND VOCATIONAL SCHOOLS, 431 East Adams, Second Floor, Springfield, Illinois 62701-1401.

Every assignee of this Enrollment Agreement takes it subject to all claims and defenses of the student or his/her successors in interest arising under the agreement.

STUDENT ACKNOWLEDGMENTS

1. I hereby acknowledge receipt of the school's catalog, which contains information describing programs offered, and equipment or supplies provided. The school catalog is included as part of this enrollment agreement and I acknowledge that I have received a copy of this catalog.

Student Initials _____

2. I have carefully read and received an exact copy of this enrollment agreement.

Student Initials _____

3. I understand that the school may terminate my enrollment if I fail to comply with attendance, academic, and financial requirements or if I fail to abide by established standards of conduct, as outlined in the school catalog. While enrolled in the school, I understand that I must maintain satisfactory academic progress as described in the school catalog and that my financial obligation to the school must be paid in full before a certificate or credential may be awarded.

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 _____



5. I understand that the school does not guarantee transferability of credit and that in most cases, credits or coursework are not likely to transfer to another institution. In cases where transferability is guaranteed, Chicago's Pulse CPR Training Inc. must provide me copies of transfer agreements that name the exact institution(s) and include agreement details and limitations.

Student Initials _____

6. I understand that the school does not guarantee job placement to graduates upon program completion.

Student Initials _____

7. I understand that complaints, which cannot be resolved by direct negotiation with the school in accordance to its written grievance policy, may be filed with the Illinois Board of Higher Education, 431 East Adams Street, 2nd Floor, Springfield, IL 62701 or at www.ibhe.org.

Student Initials _____

The student acknowledges receiving a copy of this completed agreement, the school catalog, and written confirmation of acceptance prior to signing this contract. The student by signing this contract acknowledges that he/she has read this contract, understands the terms and conditions, and agrees to the conditions outlined in this contract. It is further understood that this agreement supersedes all prior or contemporaneous verbal or written agreements and may not be modified without the written agreement of the student and the School Official. The student and the school will retain a copy of this agreement. This document complies with Illinois Statute 451.520(k(3)).

PROGRAM INFORMATION

DATE OF ADMISSION: ____/____/____

PROGRAM / COURSE NAME: _____

DESCRIPTION OF PROGRAM / COURSE: _____

PREREQUISITE COURSES & OTHER REQUIREMENTS FOR ADMISSION TO PROGRAM / COURSE:

PROGRAM / COURSE OBJECTIVES: _____

PROGRAM START DATE: _____ SCHEDULED END DATE: _____



PROGRAM INFORMATION (Continued)

FULL-TIME PART-TIME DAY EVENING

DAYS/EVENINGS CLASS MEETS: (circle) M T W Thu F Sat Su

TIME CLASS BEGINS: _____ TIME CLASS ENDS: _____

NUMBER OF WEEKS: _____ TOTAL CREDIT or CLOCK HOURS: _____

STUDENT INFORMATION

Applicant's Name: _____

Address: _____ City: _____

State: _____ Zip Code: _____ Home Phone: _____

Work Phone: _____ Cell Phone: _____

Email Address: _____ Social Security #: _____

Student ID #: _____

Emergency Contact: _____

Relationship: _____ Phone: _____

Applicant's Printed Name

Date

Applicant's Signature *

Date

ACCEPTED BY:
Chicago's Pulse CPR Training, Inc.

By: _____

Date

Its: _____

* NOTE: If the student is under age 18, this Agreement must be signed by his/her parent or guardian.