



**PROFESSIONAL MASSAGE PRACTITIONER 100-HOUR TRAINING ENROLLMENT AGREEMENT**

For (name) \_\_\_\_\_

**Language translation:** If your instructor deems that you cannot read this agreement, he/she will arrange for translation for you.

**This Professional Massage Practitioner Course,** will offer 100 hours of massage and related instruction. Upon successfully completing the course and its requirements, you will receive a certificate of completion from Esalen Institute, approved to operate by the California Bureau of Private Post-Secondary Education. The course date is December 3-23 2017. Students receive certain refund guarantees in the case of School closure through the Student Tuition Recovery Fund.

\$250 Non-Refundable deposit (Maximum: \$250) due upon enrollment. Applied to fee

**Fees** include:

\_\_\_\_\_ Room and board (including \_\_\_\_\_ advance deposit/scholarship) and tuition due on arrival per reservation fee quoted

\_\_0\_\_ Textbook purchase

\_\_0\_\_ STRF nonrefundable fee @\$2.50 per \$1000. *Collected in Certification fee.*

\$115\_ Certification fee due with completion packet at course end.(includes STRF fee)

**TOTAL FEES for the December 3-22 2017 Professional Training**

No equipment fees, lab fees, uniforms, or transfer fees or other fees. A \$25 transcript fee may be applicable.

Previous Certification is through what School? \_\_\_\_\_

**STUDENT’S RIGHT TO CANCEL**

A student has the right to cancel the enrollment agreement and obtain a refund of total tuition fees paid, minus the \$250 non-refundable deposit, through the second class session. A withdrawal may be effectuated by the student’s written notice or by the student’s conduct, including, but not limited to, a student’s lack of attendance. Final day to withdraw from this course and receive a refund is December 14 2017. Refunds are paid within 10 business days. Withdrawal is determined by mutual notification of student and teacher, rather than the last day attended. Cancellation of this agreement must be made in writing to the instructor or to Brita Ostrom, Esalen Institute, 55000 Highway One, Big Sur CA 93920, [brita.ostrom@esalen.org](mailto:brita.ostrom@esalen.org) or via email to [info@esalen.org](mailto:info@esalen.org). Refunds requested after the second day of class are pro-rated based on the class time that has elapsed. A student may withdraw at any time. However, no refund will be issued for withdrawals received after 60% of course time has elapsed.

Signature and date \_\_\_\_\_

**Loans** Esalen Institute does not participate in a loan program. If the student obtains a loan, the student will have to repay the full amount of the loan plus interest, less the

amount of any refund. If a student defaults on a Federal, State or private loan, 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. 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 paid.

**Refunds** have the following stipulations: If you withdraw from the course on or before the second day, your full tuition will be refunded. If you withdraw from the course after instruction has started you will receive a pro rata refund for the unused portion of the tuition, effective the date of your withdrawal notice, if you have completed 60% or less of the instruction. For example, if you received 25 hours of a 250-hour training, you would have attended 10% and would receive a tuition refund for the remaining 90%. Room and board refunds are pro rated on a room and board basis. After you complete 60% of the training, no tuition refund is available.

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from the federal student financial aid program funds. Course withdrawal and refunds are handled after notification by student and teacher by the Esalen Front Office open 9-4 daily. The instructor tallies the attendance to determine the amount of refund according to the stipulations stated above.

**Deposits** are due upon registration. Total remaining fees are due upon arrival at Esalen although it is more convenient to pay them earlier. Fees include mandated tuition recovery fund fees per Section 94921, Education code AB48, currently no charge.

### **Receipt of Catalog and Fact Sheet**

Prior to signing this enrollment agreement, you must be given a catalog and a general School Performance Fact Sheet, which you are encouraged to review prior to signing this agreement. See

XX \_\_\_\_\_ (Student's Initial)

I certify that I have received the catalog x\_\_\_\_, A General School Performance Fact Sheet for the 250-hour trainingx\_\_, and general 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. <https://www.esalen.org/page/massage-school-bppe-disclosure-documents>

Note this is a professional training for those already certified, so Esalen is not required to track employment data on these graduates. Nonetheless students have a right to see performance fact sheet figures for the Level II and III

XX \_\_\_\_\_ (Student's Initial)

I understand the School does not offer any placement services.

XX \_\_\_\_\_ (Student's initial)

**Questions, Problems, Complaints**

If you have any questions or problems please speak with your teachers, and if it remains unresolved, contact the School Director, Brita Ostrom. If you still wish to cancel, please contact the instructors in writing. If that is unsatisfactory, contact the School Director, Brita Ostrom, in person at Esalen, in writing or at [massage.school@esalen.org](mailto:massage.school@esalen.org), phone (831) 667 3040. If they cannot help, direct your inquiry to the front office or [info@esalen.org](mailto:info@esalen.org).

Any questions a student may have regarding this enrollment agreement that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, P O Box 980818, West Sacramento, CA 95798-0818 [www.bppe.ca.gov](http://www.bppe.ca.gov), toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

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, fax (916) 263-1897 or by completing a complaint form, which can be obtained on the Bureau’s website at [www.bppe.ca.gov](http://www.bppe.ca.gov). For the complaint form: [http://www.bppe.ca.gov/forms\\_pubs/complaint.pdf](http://www.bppe.ca.gov/forms_pubs/complaint.pdf)

A student or any member of the public with questions that have not been satisfactorily answered by the school or who would like to file a complaint about this school may also contact the California Massage Therapy Council at: One Capitol Mall, Suite 320, Sacramento, CA 95814, [www.camtc.org](http://www.camtc.org), phone (916) 669-5337. <https://www.camtc.org/media/1105/complaints.pdf>

**This is a legally binding contract when signed by the student and accepted by the Institution.**

“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.”

“If requested, I will receive a copy of this agreement upon signing.” This agreement is signed at Esalen Institute, Big Sur, CA 93920 at the first class session if not earlier. All instruction is at Esalen Institute, 55000 Highway One, Big Sur, CA 93920

TOTAL CHARGES FOR THIS PERIOD OF ATTENDANCE 12/3-22/17 \$5110 standard, \$\_\_ bunk. less \_\_\_\_\_ discounts. Please circle accommodation.

TOTAL CHARGES FOR THE ENTIRE 100-hr EDUCATION PROGRAM                    **see above**  
CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT.                    **\$250.**

\_\_\_\_\_

Signature of Student

Printed name

Date

I certify that Esalen Institute has met the disclosure requirements of AB48, of the Private Postsecondary Education Act of 2009

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Signature and title of School Official

Date

**Approval to Operate** Esalen Institute BPPE School Code 2700571 is authorized by the BPPVE and has had authorization to operate. The pending application for re-authorization to operate is under review by the Bureau for Private Postsecondary Education.

**Student Tuition Recovery Fund** This fund insures California Residents from School defaults. The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education.

"You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all of part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party."

"The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.

3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or the Division within 30-days before the school closed or, if the material failure began earlier than 30-days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act."

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

**Note:** Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Section 94923, Education Code.

It is important that you keep copies of the enrollment agreement, financial aid papers, receipts or any other information that documents the monies paid the school. For further information or instructions: Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive Suite 400, Sacramento CA 95833, [www.bppe.ca.gov](http://www.bppe.ca.gov) toll free number (888) 370 7589 or by fax (916) 263 1897. Certification and School information is also available at the California Massage Therapy Council, One Capitol Mall, Suite 320, Sacramento, CA 95814, [www.camtc.org](http://www.camtc.org). Phone (916) 669-5336 or ((916) 669-5337. It is hoped that your training at Esalen will be a pleasurable learning experience.

**NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION** "The transferability of credits you earn at Esalen Institute is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Certificate or hours you earn in the Esalen Massage Professional training is also at the complete discretion of the institution to which you may seek to transfer. If the Massage certificate or hours 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 seek to transfer after attending Esalen Institute to determine if your Certificate or hours will transfer. (CA Ed Code (#94911))

**Esalen Institute does not accept transfer credit or credits for experiential learning. Esalen Institute does not accept transfer credit or credits for the Esalen Massage Professional program. It has not entered into an agreement regarding transfer credits with any other institution. No assessment fees or transfer credit are applicable**

**TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT ESALEN INSTITUTE** The California Education Code requires notice of the following statement concerning Transferability of Credits and Credentials Earned at Esalen Institute. The transferability of credits you earn at Esalen Institute is at the complete discretion of an institution to

which you may seek to transfer. Acceptance of the certificate you earn in the Esalen Massage Practitioner Training is also at the complete discretion of the institution to which you may seek to transfer. If the certificates that you earn at Esalen Institute 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 seek to transfer after attending Esalen Institute to determine if your certificate will transfer. (CA Ed Code (#94911))