

Domestic Truck Driving School
7921 Enterprise Drive Unit E
Newark CA, 94560
(510) 246-5709

(Instruction is provided online and at the address above)

Enrollment Agreement

Student Name _____ Student ID# _____

Address _____ City _____ State _____ Country _____

Phone _____ SSN/TIN: _____ - _____ - _____

Program Start Date ___/___/___

Program Scheduled Completion Date ___/___/___

Period Covered by the Enrollment Agreement

Scheduled Start Date ___/___/___ Scheduled Completion Date ___/___/___

The _____ program requires _____ clock hours.

The Bureau for Private Postsecondary Education (BPPE) requires the collection of social security numbers from all students. This data is kept secure and confidential. All social security numbers or federal taxpayer identification numbers collected by this institution are never disclosed to any third party other than the BPPE, the Employment Development Department, and the Cradle-to-Career Data System established pursuant to Article 2 (commencing with Section 10860) of Chapter 8.5 of Part 7 of Division 1 of Title 1, unless the disclosure is otherwise required by law.

STUDENT'S RIGHT TO CANCEL

The student shall have the right to cancel the agreement and receive a full refund pursuant to section 71750 through attendance at the first class session, or the seventh day after enrollment, whichever is later. Cancellation is effective on the date written notice of cancellation is sent by email to Tereena Nawabi, email: domestictruckdrivingschool@yahoo.com. The institution shall make the refund as per the calculation consistent with the California Code of Regulations.

You must exercise your right to cancel on or before this date: ___/___/___

Written notices may also be delivered in person to Tereena Nawabi, or mailed to the school's administrative office, care of Tereena Nawabi, 16595 Barnett Street Lathrop, Ca 9533. Notice of cancellation must be in writing. If a student provides a verbal cancellation in person or over the phone, the institution shall send a follow-up written notice via email to the student affirming their verbal cancellation and the date the verbal cancellation was made.

All records pertaining to the student's cancellation and refund issuance will be retained in the student's file, and the student will be added to the institution's cancellation log records, to include the student's name, address, telephone number, personal email address, date of cancellation and refund amount.

Student Tuition Recovery Fund Disclosures.

"The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program."

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Notice:

A student or any member of the public may file a complaint about the 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 Website at [www. bppe.ca.gov](http://www.bppe.ca.gov). 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 1747 North Market, Suite 225, Sacramento, CA 95834, P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov., (888) 370-7589 or by fax (916) 263-1897.

Student's Initials _____ 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 this institution. This institution is required to have you sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination passage rates, salaries or wages, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement.

Student's Initials _____ "I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, 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."

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

"The transferability of credits you earn at Domestic Truck Driving School is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in _____ is also at the complete discretion of the institution to which you may seek to transfer. If the credits 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 Domestic Truck Driving School to determine if your certificate will transfer."

Withdrawal & Refund Policy

All records pertaining to the student's withdrawal and refund issuance will be retained in the student's file, and the student will be added to the institution's withdrawal log records, to include the student's name, address, telephone number, personal email address, date of withdrawal and refund amount.

Withdrawal Policy

Withdrawals Initiated by the Student

A withdrawal for the current period of attendance may be effectuated by the student's written notice sent by email to Tereena Nawabi, domestictruckdrivingschool@yahoo.com. Written notices may also be delivered in person to Tereena Nawabi, or mailed to the school's administrative office, care of Tereena Nawabi at 16595 Barnett Street Lathrop, Ca 95330. Notice of withdrawal must be in writing. If a student provides a verbal withdrawal notice in person or over the phone, the institution shall send a follow-up written notice via email to the student affirming their verbal withdrawal and the date the verbal withdrawal was made. The effective date of the student's withdrawal shall be the date it is received by the institution.

Withdrawals Initiated by the Institution

Withdrawal for the current period of attendance may also be brought about by the student's conduct or lack of attendance. This is referred to as an "administrative withdrawal" and will be effectuated by the institution's written notice to the student, which is to include the reasons for administrative withdrawal and the effective date of the administrative withdrawal. For students who are administratively withdrawn due to lack of attendance, the effective date of the administrative withdrawal shall be the student's last date of attendance.

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Students attending programs at our institution may be administratively withdrawn for the following reasons:

- Disruptive and/or offensive and inappropriate behavior in class or outside of class to fellow classmates and/or faculty and staff
- As the result of an investigation of plagiarism and cheating in which it was concluded the student did commit such actions
- Being absent for more than seven (7) consecutive calendar days with no communication with the school to excuse the absences or otherwise seek to arrange a leave of absence

All records pertaining to the student's withdrawal and refund issuance will be retained in the student's file, and the student will be added to the institution's withdrawal log records, to include the student's name, address, telephone number, personal email address, date of withdrawal and refund amount.

Refund Policy

What follows is the sole refund policy for this institution. No other refund policy shall be enforced other than this policy, as specified in our institutional catalog and enrollment agreement.

Timing and Documentation of Refunds

This institution shall refund any credit balance on the student's account within 45 days after the date of the student's cancellation of, completion of, or withdrawal from, the educational program in which the student was enrolled. This institution shall provide the student with documentation specifying the amount of a refund, the method of calculating the refund, the date the refund was made, and the name and address of the person or entity to which the refund was sent, as well as the payment method of refund (check, cash, ACH transfer, Zelle, etc.).

How Refunds are Calculated in the Event of a Cancellation

If a student cancels their enrollment according to the Cancellation Policy, this institution shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee, not to exceed two hundred fifty dollars (\$250), as specified in the catalog and enrollment agreement. Any fees collected related to the Student Tuition Recovery Fund shall be refunded. Any fees collected for educational materials otherwise noted as nonrefundable shall also be refunded.

How Refunds are Calculated in the Event of a Withdrawal

A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

{A) The amount of the refund owed to the student equals the total charges paid by the student, minus the daily or hourly tuition charge for the program (total institutional charge minus any non-refundable charges, divided by the number of days or hours in the program), multiplied by the number of days or hours the student attended prior to withdrawal, and minus any non-refundable charges. Any hours or days prior to the student's last day of attendance for which the student was scheduled to attend but was absent shall be included in the calculation of days or hours attended.

All amounts that the student has paid shall be subject to a pro rata refund unless the enrollment agreement and the refund policy outlined in the catalog specify a non refundable deposit or application fee, not to exceed two hundred fifty dollars (\$250), or non-refundable amounts paid for educational materials, or both. This institution does charge both a non-refundable deposit as well as non-refundable amounts paid for educational materials; these amounts are specified in our Charges and Fees section in the catalog and on the student's enrollment agreement. Please refer to the Fees section of the catalog and the enrollment agreement for an itemization of

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charges that are non-refundable as part of a pro rata refund, as well as a description of the conditions under which those items may or may not be refundable (for example only: fees for hard-copy textbooks could be deemed refundable on a case-by-case basis if the materials are returned in a reuseable and unsullied state).

Refunds to 3rd Party Payors, as applicable

If a refund is made to a third party on behalf of a student who has cancelled or withdrawn from their enrollment in an educational program, the institution shall provide the student, within 45 calendar days after the date of cancellation or withdrawal, a written notice, as described in section 71920(b)(10), in hard-copy or electronic format, itemizing the amount refunded to each third party, the name of the third party, and the date of each refund, as applicable.

Refunds of Payments Collected and Payable to 3rd Party Entities, as applicable

If this institution has collected money from, or on behalf of, a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party or has not yet been billed or invoiced by the third party at the time of the student's cancellation or withdrawal, the institution shall refund the money to the student within 45 calendar days of the student's cancellation or withdrawal.

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

This agreement is legally binding when signed by the student and accepted by the institution.

“NOTICE”

“YOU MAY ASSERT AGAINST THE HOLDER OF THE PROMISSORY NOTE YOU SIGNED IN ORDER TO FINANCE THE COST OF THE EDUCATIONAL PROGRAM ALL OF THE CLAIMS AND DEFENSES THAT YOU COULD ASSERT AGAINST THIS INSTITUTION, UP TO THE AMOUNT YOU HAVE ALREADY PAID UNDER THE PROMISSORY NOTE.”

Instruction Not Offered in Real Time

The student shall have the right to cancel the agreement and receive a full refund before the first lesson and materials are received. Cancellation is effective on the date written notice of cancellation is sent. The institution shall make the refund as per the calculation consistent with the California Code of Regulations. If the institution delivered the first lesson and materials before an effective cancellation notice was received, the institution shall make a full refund within 45 days after the student’s return of the materials.

Notice Regarding Distance Educational Programs

The school will transmit your first lesson and other materials to you within seven days after your admission. This institution will transmit all of the lessons and other materials to you if (A) you have fully paid for the educational program; and (B) if after having received the first lesson and initial materials, you request in writing that all of the materials be sent. If this institution transmits the balance of the materials per your request, this institution shall remain obligated to provide other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by you. This institution shall not be obligated to pay any refund after all of the lessons and materials have been transmitted.

FEES

Total Program Tuition		\$ _____
Registration Fee	(non refundable)	\$ _____
ELDT.com Credentials Fee	(non refundable)	\$ _____
STRF Fee	(non refundable)	\$ _____ (\$0.00 cents per \$1,000 of institutional charges)

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Registration Fees are non refundable

STRF Fees are non refundable after the cancellation period

Non-Institutional Fees

Fees for physical exams and licensure fees are the responsibility of the student and are paid directly to the 3rd party or state at the time the student seeks their permit; these fees are not collected by nor paid by the school on behalf of any student.

- Non-refundable CLP application fee to CA DMV: \$89
- Physical exam fee & 5-panel drug test *varies depending on your provider*

TOTAL CHARGES FOR CURRENT PERIOD OF ATTENDANCE _____
ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM _____
THE TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT _____

No student shall be charged nor collected from or on behalf of any amount for total charges that exceeds the amount listed in our catalog and on the student's enrollment agreement.

Within 5 days of the institution's receipt of payments, students shall receive a written receipt or updated student ledger, in hard copy or electronic format, for any payments received from the student or on behalf of the student, including the date of the payment(s), amount of the payment(s), description of the payment(s), and the payor(s). A copy of the receipt(s) or ledger shall be kept in the student's records.

The terms and conditions of this agreement are not subject to amendment or modification by oral agreement. I, the undersigned, purchaser of the program of training, have read, understand and agree to the terms and conditions contained herein and with my signature. I certify having received an exact copy of this agreement, a copy of the school catalog and school performance fact sheet. I further acknowledge that no verbal statements have been made contrary to what is contained in this agreement.

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.

X Student's Signature _____ Date Signed ____/____/____
School Official's Signature _____ Date Signed ____/____/____