



1926 10th Ave North
Suite #106 Classrooms
Suite #405 Administration Offices
Lake Worth, FL 33461
561-586-0121 Office
561-586-7616 Fax

CANCELLATION AND REFUND POLICY

Should a student's enrollment be terminated or cancelled for any reason, all refunds will be made according to the following refund schedule:

REFUND POLICY AND CANCELLATION FOR ALL STUDENTS

Health Career Institute will refund monies paid by students in the following manner:

- Cancellations can be made in person, by fax or by certified mail.
- All monies will be refunded if the applicant is not accepted by the school or if the student cancels within three (3) business days after signing the enrollment agreement and making initial payment.
- Cancellation after the third (3rd) business day, but before the first day of class, will result in a refund of all monies paid with the exception of the registration fee.
- Cancellation after attendance has begun, but prior to 40% completion of the program, will result in a pro rata refund computed on the total number of hours completed to the total program hours.
- Cancellation after completing 40% of the program will result in no refund.
- The termination date for refund computation (prior to completing 40% of the program) will be one of the following:
 - The date of withdrawal
 - The date of a withdrawal signed by student
 - The date of withdrawal for unsatisfactory progress or the date of withdrawal for excessive absences.
- Refunds will be made within 30 days of termination date or receipt of cancellation notice.



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EMT PROGRAM PRORATA \$75.00 per/credit hour (12 credits)

TABLE OF REFUND POLICY FOR EMT @ 12 week Program

Tuition	\$900
Shirt.....	35
Background fee	50
Books/workbook	165
Lab/Clinical fee	100
Malpractice Ins.	50
<u>Registration Fee</u>	<u>50</u>
Total Cost	\$1350

% in Class	Time Equation in days	% of Refund	Refund Amount of Tuition Payment
1 day - 10%	1- 7 (Enrolled for 1 week)	90%	\$810.00
10% - 25%	8-21 (Enrolled 1-3 weeks)	50%	\$450.00
25% - 40%	22-41 (Enrolled up to 5 and ½ weeks)	25%	\$225.00
More than 40%	Over 41 days	0%	No Refund

PARAMEDIC PRORATA PER SEMESTER

TABLE OF REFUND POLICY FOR PARAMEDIC @ 12 Weeks per/semester \$75.00 per/credit/hr (47 credits)

Semester I

Tuition	\$1125
Background checks	75
Shirts	35
Lab/Clinical fee	215
Malpractice INS	50
Books/workbook	300
<u>Registration Fee</u>	<u>50</u>
Total	\$1850

Semester II and III

Tuition	\$1200
Certifications:	0
ACLS/BTLS/PALS etc	335
Lab/Clinical	215
Malpractice Ins	50
<u>Registration Fee</u>	<u>50</u>
Total	per/semester \$1850

Semester I

Semester II and III

% in Class	Time Equation in days	% of Refund	Refund Amount is based on \$1125 tuition	% in Class	Time Equation in days	% of Refund	Refund Amount is based on \$1200 tuition
1 day-10% (Enrolled for 1 week)	1- 7	90%	\$ 1012	1day-10%	1- 7	90%	\$ 1080
10%-25% (Enrolled 1-3 weeks)	8-21	50%	562	10%-25%	8-21	50%	600
25%-40% (Enrolled up to 5 and ½ weeks)	22-41	25%	281	25%-40%	22-41	25%	300
More than 40% (over 5 ½ weeks)	Over 41	0%	No Refund	More than 40%	Over 41	0%	No Refund