



# CHAMBERLAIN

## College of Nursing

### Campus/Location Addresses

- 2149 W. Dunlap Ave., Phoenix, AZ 85021 | 602.331.2720
- 5200 Belfort Rd., Third Floor, Jacksonville, FL 32256 | 904.251.8110
- 2300 SW 145th Ave., Miramar, FL 33027 | 954.885.3510
- 5775 Peachtree Dunwoody Road NE, Suite A100, Atlanta, GA 30342 | 404.250.8500
- 1221 N. Swift Rd., Addison, IL 60101 | 630.953.3680
- 3300 N. Campbell Ave., Chicago, IL 60618 | 773.961.3000
- 18624 West Creek Drive, Tinley Park, IL 60477 | 708.560.2000
- 9100 Keystone Crossing, Suite 600, Indianapolis, IN 46240 | 317.816.7335
- 200 Kirts Blvd., Suite C, Troy, MI 48084 | 248.817.4140

Programs Offered (check one - program availability varies by location)

#### Baccalaureate Level

- Nursing (on-site)

**EFFECTIVE  
BEGINNING  
JULY 2015**

#### Purpose

This Agreement outlines the educational services to which you are entitled as a student of Chamberlain College of Nursing. It also assures your eligibility to participate in the range of student benefits that are offered as part of your degree program. Academic requirements and your financial obligations are also covered.

#### Background Check/Drug Screen

After notification of academic eligibility, applicants are required to authorize and pay for a background check and drug screening, which must be completed and passed prior to registration. The \$150 fee is non-refundable. Full details and a summary of students rights under the Fair Credit Reporting Act are outlined in the addendum to this enrollment agreement.

#### Tuition

Tuition does not include room and board, books and supplies, fees, or transportation. Chamberlain reserves the right to adjust tuition rates at the beginning of any academic term, but such increases will be announced at least 90 days in advance. Arrangements for payment of tuition and fees must be made prior to registration for the student's first session. Financial obligations must be met prior to registration for subsequent sessions.

Students requiring repeat work will be charged additional tuition at the prevailing tuition rates. This may extend their degree program. Schedule changes affected during the add/drop period will result in a tuition adjustment and may have an impact on financial aid.

#### Effective July 2015:

Tuition is assessed each session according to enrollment. Tuition rates are as follows: 1-6 credit hours per session - \$665 per credit hour; and 7 or more credit hours per session - \$400 per credit hour. Additional fees apply and can be found in the academic catalog.

Tuition for all coursework is assessed according to the student's primary program of enrollment. Student's first program of study is considered the primary program unless the student requests a program change.

**Nursing (Baccalaureate Degree)** — Nine 16-week semesters (144 weeks full-time) - 129 credit hours - total application fee and tuition costs based on current standard rate, and student services charge.....\$87,665.00\*

\*Semesters, weeks, credit hours and program costs may vary depending upon individual circumstances such as part-time scheduling, transfer credit accepted, course waivers, etc. Cost shown includes application fee, tuition at current rates, average estimated expense for textbook and equipment, student services charges, and background check/drug screen fee (if applicable). See [chamberlain.edu/tuition](http://chamberlain.edu/tuition) for additional detail and expenses.

#### Applicant (Buyer)

I certify that all information provided by me in the Application for Admission is accurate and that I have read all pages of this Agreement and will abide by its provisions. I have retained a completely filled-in copy of this Agreement. The Chamberlain Academic Catalog is available at: [chamberlain.edu/catalog](http://chamberlain.edu/catalog). Note: Provisions of any attached addenda acknowledged by applicant modify those of this Agreement.

This enrollment agreement and any addendum incorporated by reference herein supersede all prior or contemporaneous representations, proposals, communications and negotiations, both oral and written, and constitute the entire agreement between the parties with respect to education services. Any representations, warranties, or statements made by an employee or agent of Chamberlain and not expressed in this Agreement are not binding on Chamberlain. This Agreement may only be changed by written agreement signed by an authorized representative of the party against whom enforcement is sought.

Any claim or controversy arising out of or related to the terms of this Agreement or the education provided by Chamberlain, regardless of form or cause of action shall be decided and determined by binding arbitration under the commercial arbitration rules of the American Arbitration Association. The parties acknowledge and agree that this agreement involves interstate commerce and that the Federal Arbitration Act will govern the enforceability of this provision.

Note: In Ohio, once a student is enrolled, changes to progression or program completion policies will not occur, aside from circumstances beyond Chamberlain's control.

**THIS AGREEMENT IS A LEGALLY BINDING INSTRUMENT WHEN SIGNED BY APPLICANT AND ACCEPTED BY CHAMBERLAIN.**

Semester/Session Start Date \_\_\_\_\_, \_\_\_\_\_ Year  
Month Day

Name in full — PLEASE PRINT \_\_\_\_\_ Social Security # (Optional) \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Email address \_\_\_\_\_ Telephone number \_\_\_\_\_

Completing and submitting this form provides consent without obligation for Chamberlain College of Nursing to call, text, and/or email you about your education by our automated means or prerecorded messages at the number and/or email address you provide. Note to international students: By completing and submitting this form you are consenting to have your data transferred to appropriate and relevant third parties contracted by Chamberlain.

Applicant (Buyer) Signature \_\_\_\_\_ Date \_\_\_\_\_

Have you ever been convicted of a felony?  Yes  No

Date \_\_\_\_\_ Chamberlain Advisor Signature (Admissions Representative in Florida) \_\_\_\_\_

## Enrollment Agreement Pre-licensure Program

CHAMBERLAIN NATIONAL MANAGEMENT OFFICE  
3005 Highland Pkwy, Downers Grove, IL 60515  
National Toll-free 888.556.8226 | [chamberlain.edu](http://chamberlain.edu)

- 11830 Westline Industrial Dr., Suite 106, St. Louis, MO 63146 | 314.991.6200
- 630 U.S Highway One, North Brunswick, NJ 08902 | 732.875.1300
- 9901 Covington Cross Dr., Las Vegas, NV 89144 | 702.786.1660
- 6700 Euclid Avenue, Suite 201, Cleveland, OH 44103 | 216.361.6005
- 1350 Alum Creek Dr., Columbus, OH 43209 | 614.252.8890 ext. 1955
- 11025 Equity Dr., Suite 100, Houston, TX 77041 | 713.277.9800
- 4800 Regent Boulevard, Irving, TX 75063 | 469.706.6705
- 12000 Shadow Creek Pkwy., Pearland, TX 77584 | 832.664.7000
- 2450 Crystal Dr., Suite 319, Arlington, VA 22202 | 703.416.7300

#### Refunds and Withdrawals

The application fee is refundable if the agreement is cancelled in writing prior to midnight of the tenth business day after the date of transaction as provided in the Buyer's Right to Cancel section, or as otherwise required by state law.

To withdraw from Chamberlain after attending classes, a student must notify the designated official according to the policy outlined in the student handbook. Withdrawal is complete when the designated official has been notified or on the date Chamberlain determines a student is no longer enrolled, whichever is earlier. Students who withdraw are responsible for outstanding financial obligations. In addition, those receiving federal student loans must complete an exit interview. Students must make schedule changes by the first day of class for course adds and by the end of week one for course drops to receive a tuition adjustment. Course additions are subject to academic approval. Refunds are issued on a prorated basis to students who completely withdraw from all classes prior to completing a session. Tuition refunds will be issued on a prorated basis to students who withdraw from a course.

At time of withdrawal, student agrees to pay Chamberlain College of Nursing any outstanding balances less than \$100.00 in full; or in four consecutive monthly installments if the balance is \$100.00 or more, including all finance charges at a 12% annual fixed interest rate, in substantially equal amounts sufficient to pay the principal balance in full. Chamberlain will send a monthly notice of the amount due and remaining balance. Chamberlain will provide students with a disclosure statement setting forth the material terms prior to a student's first payment becoming due. Failure to fulfill all financial obligations may result in a student's account being reported to the credit bureaus and denial of student's subsequent registration, access to grades, diplomas or transcripts.

Refunds are based on the week of withdrawal and are calculated using the Chamberlain refund policy and any applicable state refund policy. The refund most favorable to the student is issued. Refund policies are applied to the tuition charged for the session of enrollment. Refund policies will be applied to the tuition charged for the withdrawn course. Refunds are calculated according to the last documented date of attendance and are issued within 30 days of the withdrawal notification date or the date Chamberlain determines a student is no longer enrolled, whichever is earlier. Examples of refund calculations are available from the Student Finance Office.

At a minimum, refunds are calculated as follows:

Withdrawal During:	% Refund of Tuition Less Administrative Fee <sup>1</sup>	Session
First day of scheduled classes	100%	
Balance of week 1	90%	
Week 2	75%	
Week 3	25%	
Week 4	25%	
Week 5-8	0%	

<sup>1</sup>The administrative fee will be \$50 per course

### BUYER'S RIGHT TO CANCEL

YOU THE BUYER, MAY CANCEL THIS AGREEMENT AT ANY TIME PRIOR TO MIDNIGHT OF THE TENTH BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION FOR A RETURN OF ALL MONIES PAID. CANCELLATION REQUESTS ARE ACCEPTED:

<b>By Mail to:</b> Chamberlain College of Nursing 814 Commerce Drive Oak Brook, IL 60523 Attn: Customer Service	<b>By Fax to:</b> 630.574.1968	<b>By Email to:</b> <a href="mailto:noticeofcancellation@chamberlain.edu">noticeofcancellation@chamberlain.edu</a>
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#### FERPA RELEASE

By signing this enrollment agreement, upon degree conferral, I authorize Chamberlain College of Nursing to release my official transcript to the state board of nursing for purposes of sitting for the NCLEX-RN exam.

#### FOR APPLICANTS WHO ARE MINORS

If applicant has not reached the age of majority under state law in the state of buyer's residence, the parent or legal guardian must complete this section.

The undersigned hereby agrees to and accepts the terms and conditions of this Enrollment Agreement and hereby acknowledges that he or she has received a completely filled-in and exact copy of all pages of this Agreement.

Name in full — PLEASE PRINT \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_ Relationship to Applicant \_\_\_\_\_

Date \_\_\_\_\_ Signature of Parent or Legal Guardian \_\_\_\_\_

This Agreement accepted by Chamberlain College of Nursing LLC.



## Clinical Expectations

Practical clinical experience is an essential requirement of Chamberlain pre-licensure programs. To participate in clinicals, students are required to take and pass a drug and background check. Specific clinical requirements are listed in the academic catalog. Students who fail a drug or background check will be dismissed. Students are required to travel to complete clinical learning experiences. The average distance between Chamberlain campuses and clinical sites range from 21-33 miles. Student should note that they may be required to travel up to 100 miles to complete clinical learning experiences. Clinical site locations vary; contact the Clinical Learning Resource Department for additional information. All clinical-related expenses (including uniforms, clinical supplies, travel, etc.) are the student's responsibility.

## General Information

Course sequences may vary and Chamberlain reserves the right to revise, add or delete courses, alter the total number of class hours, suspend, cancel or postpone a class for reasons including, but not limited to, the following: natural occurrences or other circumstances beyond Chamberlain's control, holidays, special institutional activity days, and registration days. If it becomes necessary for any reason to interrupt regular class schedules or starting dates, Chamberlain may, upon reasonable advance notice, suspend or cancel instruction. Chamberlain will advise students as soon as possible of dates for resumption of classes.

If the number of students enrolling in a starting class is deemed insufficient, Chamberlain reserves the right to cancel the starting class. If this occurs, applicants will be given a full refund of the application fee and prepaid tuition. In the event that a continuing program or class is cancelled, students will be offered the opportunity to transfer within the Chamberlain system with full credit for all course work completed. Not all programs are offered at all locations, and some courses may not be offered every session. Students are required to take course work online to complete their program. Check with your student services advisor regarding course availability and delivery format.

If the standard length of programs must be changed, then tuition for any additional course work will be charged at the rate prevailing at the time the coursework is taken. Chamberlain is not obligated to provide coursework for students who fail, withdraw from a course, or interrupt their studies. Although the programs are of varying lengths, the term of this Agreement is for only one semester. If a student's enrollment is ongoing after the first semester with no interruptions, no new Agreement need be signed, and the terms of this Agreement (except for tuition and refunds in the case of a tuition increase) are reaffirmed and shall be applicable to the student and Chamberlain upon the student's enrollment for each consecutive subsequent semester and during the term thereof. Students who leave the program for one or two terms or who transfer to another Chamberlain location or program must sign an addendum to their enrollment agreement prior to resuming or transferring. Students who leave the program for three or more terms will be asked to execute a new enrollment agreement prior to resuming. Refer to the academic catalog for resumption of study requirements. A second application fee is required of readmits.

Standard business methods are used in the collection of delinquent payments. Students are required to keep Chamberlain informed of their current home and local address. Transcripts will not be issued to students who owe money to the College.

In order to remain enrolled, students must demonstrate satisfactory academic progress toward completing their programs as outlined in the academic catalog.

To graduate from any program, a student must maintain a cumulative grade point average of not less than 2.0 and satisfactorily complete all required coursework. The cumulative grade point average is calculated on all coursework completed while enrolled at Chamberlain, whether or not it is in the student's current degree program. Students must pass standardized exit examination. The examination is repeated until the minimum required score is achieved. A fee is required to repeat the examination after the second attempt. Upon successful completion, a confirmation of program completion is sent to the state board of nursing. The confirmation is required for graduates to apply for nursing licensure and sit for NCLEX-RN® exams. Additional conditions are detailed in the academic catalog. Chamberlain reserves the right to change the requirements for graduation to keep pace with educational, scientific, technological or similar developments. Changes may be applied to students already enrolled. For those cases, an academic advisor will specify an alternate plan of study which must be completed in lieu of the original requirements.

Students must contact their Advisor prior to making any changes in their program. Program approval varies by state. A student's program change or change of physical location or residence could impact eligibility for enrollment in a program. Students are also responsible for notifying Chamberlain College of Nursing of a change in their residence or physical location, and for verifying whether any such change affects the student's eligibility for enrollment in a program.

Students seeking resumption of study after involuntary or voluntary withdrawal need to be aware that curriculum changes may have occurred. A review with an academic advisor will be made to determine if an alternate plan of study is needed to permit those students to complete the graduation requirements.

Except by attached printed addenda to this Agreement, if any, written by Chamberlain and acknowledged by applicant, this Agreement is not subject to oral or written modifications from its printed form. This Agreement supersedes any Chamberlain enrollment agreement you may have previously signed.

Chamberlain admits academically qualified students and does not discriminate on the basis of gender, age, race, color, national origin, religion, sexual orientation, political affiliation or belief, or disability in admissions, employment services, or access to its programs and activities.

It is Chamberlain's policy to comply with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Persons wishing additional information about this policy or assistance to accommodate individual needs should contact the Office of Student Disability Services, [adaofficer@chamberlain.edu](mailto:adaofficer@chamberlain.edu) or 888-556-8226.

See the academic catalog for a complete description of required competencies and functional abilities.

## Purchase of Texts, Lessons, and Supplies

Students are required to purchase standard textbooks, special materials and supplies. The cost of textbooks and supplies varies by term. Some courses require electronic course materials instead of traditional textbooks. Electronic course materials may include tutorials, simulations, study guides, the electronic version of the textbook and other interactive study materials. Students enrolled in these courses will be charged up to \$85 for the electronic materials; charges are non-refundable after the add/drop period. If the electronic version of the textbook is included, hard-copy textbooks are no longer necessary for these courses, but may be purchased for an additional cost. The average cost of textbooks is \$700 per semester for full-time students, depending on publishers' prices. However, this average may be exceeded in early terms. Textbooks and supplies may be purchased through Chamberlain or from an outside bookstore, but must be those specified by Chamberlain.

In lieu of receiving rent from the operator of its bookstores, Chamberlain receives commissions derived from the gross revenue collected by the bookstore operator from both on-campus and internet sales. These commissions are used to assist with expenses associated with the selection and ordering of textbooks and e-learning materials as well as the operating cost associated with providing campus bookstore space.

## Other Costs

A non-refundable student services charge of \$150 per session is applied to students. A non-refundable parking fee, not to exceed \$50 per year, per vehicle, may be required of students who utilize Chamberlain parking lots. See the academic catalog for a complete listing of additional expenses.

## Student Health and Insurance

Documentation of a current health examination and immunization history must be submitted by established deadlines. Details regarding health record requirements are outlined in the academic catalog.

Unless otherwise insured, students are required to enroll and maintain a group injury and sickness plan. Evidence of health insurance is required.

## General Admission Requirements

Prospective students must interview with a Chamberlain admission advisor and complete an application for admission. All admission requirements must be met. Once the application is submitted, applicants are pending acceptance based upon satisfactory completion of remaining admission conditions including undergoing a background check and drug screen. Detailed information as well as additional requirements for selected programs, formats and their clinical requirements are found in the academic catalog.

Applicants with prior post-secondary attendance must present transcripts indicating all previous work. Students requesting transfer credit for prior post-secondary education must submit official transcripts before credit is awarded.

Each applicant must be at least 17 years old on the first day of classes. Documentation of age may be required.

All documents required for admission must be provided by the first day of class unless an extension is granted. Please refer to the Admission Information section of the academic catalog for requirements found at [chamberlain.edu/catalog](http://chamberlain.edu/catalog).

Chamberlain reserves the right to deny admission to any applicant and to change entrance requirements without prior notice.

## Course Loads

Students in good standing may register for up to 9 credit hours per session. Those seeking to enroll for more credit hours may do so with the permission of the appropriate academic administrator. Students whose academic history indicates academic difficulties may be denied permission to take extra credit hours, or may be required to take a reduced academic load.

## Attendance/Dismissal Policy

Students are expected to attend every meeting of every class in which they are registered. Absenteeism may result in dismissal from Chamberlain or from a specific course. Students who commit a breach of Chamberlain rules or normal standards of good conduct will be referred to the campus president and may be subject to dismissal. Chamberlain reserves the right to dismiss students who fail to comply with the Student Code of Conduct, or maintain satisfactory academic progress. See the student handbook or academic catalog for complete details.

## Financial Aid

Chamberlain's interest bearing installment loan program, may be made available to students who need assistance in financing their Chamberlain education. If eligible, students will be given documents outlining terms and conditions of the plan. Federally or state funded financial aid programs may also be available to qualified students. Details on all financial aid programs are available at the school. Chamberlain offers students several payment plan options for paying tuition, book charges and any required electronic materials that have posted to their student accounts. Additional information can be obtained from the Student Services Office.

## Veterans Information

Students enrolling in eligible programs who qualify for veterans educational benefits should submit the appropriate application for benefits form, along with discharge papers, as far in advance of the scheduled class starting date as possible. Details regarding specific program eligibility and requirements may be obtained from the veterans benefits coordinator at Chamberlain. Refunds for Veterans and eligible persons enrolled in programs approved under Section 1775 of the G.I. Law are the same as indicated under Refund Policy.

## Career Services

Chamberlain offers a wide range of services to assist students and alumni in preparing for employment and advancing their careers. Advisors can help with assessing career goals, evaluating resumes, increasing marketability, building networking and interviewing techniques plus improving salary negotiation skills. Additional assistance is provided through online development resources and local and national job postings in Chamberlain's CareerCare system. The system is available to students and alumni indefinitely to help them seek employment in fields related to their degree. While employment cannot be guaranteed, career services staff will continue to work with students after graduation. Graduates who intend to utilize Chamberlain's career services must agree to Chamberlain's requirements for an employment search, including specific responsibilities allocated to the graduate. Agreement to utilize Chamberlain services to support an employment search entitles Chamberlain to confirm the graduate's hire date, job title, responsibilities and salary with the employer to ensure accuracy of employment data. The level of career services offered to international students/ graduates varies and depends on employment opportunities permitted by the North American Free Trade Agreement and/or on students'/graduates' visas. Chamberlain provides career-planning strategies to international students upon request. Colleagues from Chamberlain or any DeVry institution are not entitled to career services and waive their rights to career search assistance. Employment data is collected and used for accreditation and continuous improvement purposes. For more information visit, [chamberlain.edu/careercare](http://chamberlain.edu/careercare)

## Publicity Waiver and Release Disclosure

By signing this enrollment agreement, the student grants to Chamberlain College of Nursing LLC, its parent, subsidiary and affiliated companies, agents, licensees and designees (collectively, "Chamberlain College of Nursing LLC"), including their successors and assigns, the absolute, royalty-free, irrevocable, worldwide, right and permission, with respect to any testimonial (written or oral), photographs, film, video or other images, or sound recordings taken by Chamberlain College of Nursing LLC:

- To use, re-use, publish, re-publish, copy, modify, display and create derivative works in whole or in part, individually or in conjunction with other photographs, images, recordings or testimonials in any medium (including without limitation, in print and on the Internet) and for any purpose whatsoever, including, without limitation in advertising, marketing, publications, electronic distribution, and the Internet and for any other commercial purpose; and
- To use the student's name in connection therewith if Chamberlain College of Nursing LLC so chooses; and
- To copyright the same in the name of Chamberlain College of Nursing LLC, or any other name that Chamberlain may choose.

The student understands that there will be no compensation for the permitted use of any testimonial (written or oral), photographs, film, video or other images, or sound recordings taken by Chamberlain College of Nursing LLC or of the student's name. By signing, the student releases and discharges Chamberlain College of Nursing LLC, its successors, assigns and any designee (including any agency, client, broadcaster, periodical or other publication) from any and all claims and demands arising out of or in connection with the use of such photographs, film, video or other images, sound recordings, or testimonial, including but not limited to any claims for defamation, invasion of privacy, right of publicity, emotional distress or any similar right. Furthermore, the student represents and warrants that any testimonial given is original and does not infringe upon copyright or proprietary rights of another person or entity.

By signing this enrollment agreement, the student waives any and all rights to such photographs, film, video or other images, sound recordings, or testimonial and assigns all such rights to Chamberlain College of Nursing LLC. **If the student is under the age of 18, the parent or legal guardian's signature indicates that he/she and the student have read, understand, and agree to be bound by the terms of this disclosure.**

## Accurate Information Disclosure

Chamberlain College of Nursing publishes accurate information about its programs, policies, services and graduate outcomes. Complete, accurate information is provided on our website, in our catalogs and in advertisements and other materials published by Chamberlain. You may have received information from other sources that was not sanctioned by Chamberlain. You should only rely on written information provided by Chamberlain during the application and enrollment process to make an enrollment decision.

Any claim or controversy arising out of or related to the terms of this Agreement or the education provided by Chamberlain, regardless of form or cause of action shall be decided and determined by binding arbitration under the commercial arbitration rules of the American Arbitration Association. The parties acknowledge and agree that this Agreement involves interstate commerce and that the Federal Arbitration Act will govern the enforceability of this provision.

Comprehensive consumer information is available at: [chamberlain.edu/studentconsumerinfo](http://chamberlain.edu/studentconsumerinfo)

