



ENROLLMENT AGREEMENT

New York Zen Center for Contemplative Care
 119 West 23rd street, Suite 401
 New York, NY 10011
 (212) 677-1087

Student Name:			
Address:			
Phone:	Last Four Digits of SS#: XXX-XX-		D.O.B.:

The above listed school and student enters into agreement under which the student will pay tuition and fees as indicated below as well as adhere to the school's rules and regulations as set forth in the school catalog. The school will instruct the student in the curriculum listed below in accordance with Education Law and Commissioner's Regulations.

Program	<input type="checkbox"/> Certificate in Contemplative Care Level I	<input type="checkbox"/> Certificate in Contemplative Care Level II	<input type="checkbox"/> Certificate in Contemplative Care Level I & Level II
Hours	364.50	273.50	638.00
Tuition	\$8,860.	\$8,400.	\$17,260.00
Books	Variable and not included – estimated at \$275.00 based on Amazon.com	Variable and not included – estimated at \$115.00 based on Amazon.com	Variable and not included – estimated at \$390.00 based on Amazon.com
App Fee	\$100.00	\$100.00	\$100.00
Total	\$8,960.	\$8,500.	\$17,360.00
Refund Policy	Total of 2.5 terms with 2 terms of 16 weeks each and 1/2 term of 8 weeks	Total of 2.5 terms with 2 terms of 16 weeks each and 1/2 term of 8 weeks	Total of 2.5 terms with 2 terms of 16 weeks each and 1/2 term of 8 weeks, per year

General Schedule of Required Courses¹:

Certificate in Contemplative Care

Level I Certificate

Foundations in Contemplative Care 1 & 2

9-month training, commences in September, ends in May

Meets monthly, first Friday and first Saturday of every month, 10:00 am - 4:30 pm

Includes one 3.5 day retreat October 19-22, 2017. Thursday 7:30pm-Sunday 12pm.²

Total hours of this program: 120

Foundations in Contemplative Care 1 & 2 Volunteer Hours at Clinical Site

Once a week at clinical site

4 hours per site visit

Total hours of this program: 100

Catch Your Mind

10-month class, commences in September, ends in June

Meets second Saturday of every month, 10:00 am - 4:30 pm

Total hours of program: 60.50

Platform Sutra

4-month class, commences in September, ends in December

Weekly Wednesdays, 4:00 pm - 7:15 pm

Total hours of program: 42

Vimalakirti Sutra

4-month class, commences in January, ends in May

Weekly Wednesdays, 4:00 pm-7:15 pm

Total hours of program: 42

Certificate in Contemplative Care

Level II Certificate

Precepts Study I & II

10-month class, commences in September, ends in June

Meets the third Sunday monthly, Sundays, 1:30 pm - 4:00 pm

¹ This schedule may be subject to change based on school closings, holidays, etc.

² Note: Although these hours are not part of the curriculum, participation in the Retreat is mandatory for Graduation.

Total hours of program: 40

Zen History and Practice

4-month class, commences in September, ends in December

Weekly Wednesdays, 4:15-7:15

Total hours of program: 42

Practicum with Capstone Final Project I & II

Created and scheduled with teacher

Total hours of program: 42

Lotus Sutra

4-month class, commences in January, ends in May

Weekly Wednesdays, 4:00 pm - 7:15 pm

Total hours of program: 42

Eight units of Electives (any two of the following):

Introduction to Contemplative Counseling

4-month class, commences September, ends in December

Weekly Mondays, 3:30 pm - 5:30 pm + 2 full day classes

Total hours of program: 42

Contemplative Perspectives on Psychology and Religion

4-month class, commences September, ends in December

Weekly Mondays, 3:30 pm - 5:30 pm + 2 full day classes

Total hours of program: 42

Contemplative Palliative Care Intensives 1 & 2

5-day intensive class, commences for one week in summer

Total hours of program: 23.5

Start Date: _____

Expected Graduation Date: _____

Method of Payment: Each semester students pay in 2 payments: Payment 1: Half of tuition for the semester, due within four weeks of commencement of program; Payment 2: Remainder, two weeks prior to the commencement of the program.

Refund Policy

Certificate in Contemplative Care

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Level I Certificate

1. A student who cancels within 7 days of signing the enrollment agreement but before instruction begins receives all monies returned with the exception of the non-refundable registration fee.
2. Thereafter, a student will be liable for the non-refundable registration fee, plus the cost of any texts or supplies accepted, plus tuition liability as of the student's last date of physical attendance. Tuition liability is divided by the number of terms in the program. Total tuition liability is limited to the term during which the student withdrew or was terminated and any previous terms completed.
3. First Term
 - a. If termination occurs, school may keep:
 - i. Prior to or during the first week 0%
 - ii. During the second week 20%
 - iii. During the third week 35%
 - iv. During the fourth week 50%
 - v. During the fifth week 70%
 - vi. After the fifth week 100%
4. Subsequent Terms
 - i. During the first week 20%
 - ii. During the second week 35%
 - iii. During the third week 50%
 - iv. During the fourth week 70%
 - v. After the fourth week 100%
5. The student refund may be more than that stated above if the accrediting agency refund policy results in a greater refund.

Certificate in Contemplative Care

Level II Certificate

1. A student who cancels within 7 days of signing the enrollment agreement but not before instruction begins receives all monies returned with the exception of the non-refundable registration fee.
2. Thereafter, a student will be liable for the non-refundable registration fee, plus the cost of any textbooks or supplies accepted, plus tuition liability as of the student's last date of physical attendance. Tuition liability is divided by the number of terms in the program. Total tuition liability is limited to the term during which the student withdrew or was terminated and any previous terms completed.
3. First Term

- a. If termination occurs school may keep
 - i. Prior to or during the first week 0%
 - ii. During the second week 20%
 - iii. During the third week 35%
 - iv. During the fourth week 50%
 - v. During the fifth week 70%
 - vi. After the fifth week 100%
- 4. Subsequent Terms
 - i. During the first week 20%
 - ii. During the second week 35%
 - iii. During the third week 50%
 - iv. During the fourth week 70%
 - v. After the fourth week 100%
- 5. The student refund may be more than the stated above if the accrediting agency refund policy results in a greater refund.

Certificate in Contemplative Care

Level I & 2 Certificates

1. A student who cancels within 7 days of signing the enrollment agreement but not before instruction begins receives all monies returned with the exception of the non-refundable registration fee.
2. Thereafter, a student will be liable for the non-refundable registration fee, plus the cost of any textbooks or supplies accepted, plus tuition liability as of the student's last date of physical attendance. Tuition liability is divided by the number of terms in the program. Total tuition liability is limited to the term during which the student withdrew or was terminated and any previous terms completed.
3. First Term
 - a. If termination occurs school may keep
 - i. Prior to or during the first week 0%
 - ii. During the second week 20%
 - iii. During the third week 35%
 - iv. During the fourth week 50%
 - v. During the fifth week 70%
 - vi. After the fifth week 100%
4. Subsequent Terms
 - i. During the first week 20%
 - ii. During the second week 35%

- iii. During the third week 50%
- iv. During the fourth week 70%
- v. After the fourth week 100%

5. The student refund may be more than the stated above if the accrediting agency refund policy results in a greater refund.

Although placement assistance service is provided, the school cannot guarantee a job to any student or graduate.

By my signature, I agree to the conditions of this agreement. I also verify that I have read and received a copy of the agreement and the school catalog.

Student Signature _____

Date:

The agent who enrolled me was: _____

Cert. #:

Student Signature _____

Date:

I have received a copy of the Student Disclosure Material.

Student Signature _____

Date:

Accepted for the school by _____

Date: