



## NUTRITION THERAPY INSTITUTE, INC.

1510 York Street, Suite 204  
Denver, CO 80206

### ENROLLMENT AGREEMENT

Natural Food Chef Program

Please complete, print, initial each page, sign and return the entire document to NTI

#### GENERAL INFORMATION

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_  
Street City State/Province Zip

E-Mail \_\_\_\_\_ SSN \_\_\_\_\_

Natural Food Chef Program total program hours: 448

Educational Credential: Diploma as a Certified Natural Food Chef

Start date of class \_\_\_\_\_ (08/22/2017)

Payment options:  Credit Card  Payment Plan  Check (Check all that apply)

#### RELATIVE / EMERGENCY CONTACT

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_  
Street City State/Province Zip

Student Initials: \_\_\_\_\_

Page 1 of 5

## **AGREEMENT**

This agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by and between the Nutrition Therapy Institute, Inc., located at 1510 York Street, Suite 204, Denver, CO 80206, hereafter referred to as the "Institute" and (name) \_\_\_\_\_, whose address is noted on page one of this document, hereafter referred to as "Student".

The Institute and the Student desire to enter into an enrollment agreement and to set forth the terms thereof in writing for courses in the Natural Food Chef program. The duration of this agreement is 6 months.

By signing this agreement, the Student agrees to pay the Institute the tuition stated for this program. The Institute agrees to provide the occupational training in accordance with the provisions of the Catalog dated 2017-2018. Payment of all monies due shall be a condition of continuing enrollment. Upon satisfactory completion of all academic and skill requirements and when all financial obligations to the Institute have been met, the Institute will award to the Student the diploma of Natural Food Chef. The Student and the Institute understand that this enrollment agreement, which includes the Refund Policy, may not be amended except in writing signed by the student and the Director of the Nutrition Therapy Institute or her designee.

The student may cancel this contract at any time prior to midnight of the third business day after signing, if cancellation is before the start date of the program.

## **REGISTRATION**

Students will not be registered until payment is made or a signed payment plan is in place. Students must register for the first term following the Start Date of the enrollment agreement.

Although Nutrition Therapy Institute has consistently offered the NFC Program without interruption and intends to continue to do so, courses are not guaranteed. If the Program is cancelled in the middle of a term the student will receive a full refund. This provision shall not apply in the event that the school ceases operation.

## **REFUND POLICY**

**Cancellation before the Start Date:** A student may cancel their registration for the NFC Program before the start date with a refund of all monies paid to date minus a cancellation fee of \$150. Students wishing to withdraw must notify the Institute of their intentions in writing by completing a Course Cancellation-Refund Request form.

In the event the school accepts credits from another school, the granting of credit for previous training shall not impact the refund policy.

**Student Initials:** \_\_\_\_\_

Page 2 of 5

**Withdrawal after the start date:** For students who withdraw after the start date, the Colorado Department of Private Occupational Schools refund policy applies. See Refund Table below. In addition, a \$150.00 cancellation fee will be charged. The student must complete the Course Cancellation-Refund Request form, which is available from the office. The date of withdrawal is the later of: the last class that the student attended *or* the date upon which the Course-Cancellation-Refund Request form was received by the office. (Students who withdraw should receive acknowledgement in writing from an NTI employee that this form was turned in).

All refunds will be sent within 30 days of receiving the Course Cancellation form at NTI. Tuition refunds charged to a credit card will be credited back to the same credit card; tuition paid by a sponsoring agency will be refunded to the agency, less applicable fees.

**Application Fee Refund:** The application fee is fully refundable if NTI cancels the program for which the student has applied or if the student is not accepted by NTI.

### **REFUND TABLE**

Refunds are granted in accordance with state regulations upon withdrawal/termination:

- ◆ Within the first 10% of the program, 90% less cancellation fee.
- ◆ After 10% but within first 25% of program, 75% less cancellation fee.
- ◆ After 25% but within first 50% of program, 50% less cancellation fee.
- ◆ After 50% but within first 75% or program, 25% less cancellation fee.
- ◆ After 75%, no refund, no cancellation fee.

### **COMPLAINTS**

Attempting to resolve any issue with the School first is strongly encouraged. Student Complaints may be brought to the attention of the Division of Private Occupational Schools online at <http://highered.colorado.gov/dpos>, 303-862-3001. There is a two-year statute of limitations from student's late date of attendance for a student to file a complaint with the Division.

**Student Initials:** \_\_\_\_\_

Page 3 of 5

**COURSE SCHEDULE:** The following is a sample schedule. NTI reserves the right to change the schedule without notice.

<b>**Culinary Arts and Methods</b>		258 hours
Tuesday	10am – 6pm	
Thursday	10am – 6pm	
Friday	9am – 1pm	
<b>**Cooking to Nourish</b>		78 hours
Tuesday	10am – 6pm	
Thursday	10am – 6pm	
Friday	9am – 1pm	
<b>Business Principles for the Natural Foods Chef (4 classes)</b>		16 hours
Friday	9 am – 1pm	
<b>Business Principles Lab at Home</b>		16 hours
<b>Independent Study</b>		80 hours
On your own schedule		
<b>Total</b>		<b>448 hours</b>

\*\*Culinary Arts and Methods and Cooking to Nourish are assessed separately but will be incorporated into the full learning experience every day of the program except those assigned to the Business classes and Independent Study.

### **PROGRAM TUITION AND FEES**

**Application Fee:** payable at time of application: \$75.00

**Tuition for the full 448-hour program** **\$9490**

Tuition includes all food costs and generally includes two student-created meals per Culinary Skills class.

**Books:** Estimated cost of books and supplies is \$500. It is not included in the tuition. NTI does not supply books; they are purchased by the student from outside sources.

### **PAYMENT OPTIONS**

NTI offers flexible payment plans. You can request installment plans of up to 4 payments. If you are interested in a payment plan, please contact the office for more information. There is a \$15 administrative fee for each payment on a payment plan. There is no fee if the amount is paid in full at time of registration.

**Student Initials:** \_\_\_\_\_

Nutrition Therapy Institute

Approved and regulated by the Colorado Department of Higher Education, Private Occupational School Board

**DISCLOSURE STATEMENT**

As a student enrolled in the Nutrition Therapy Institute, I acknowledge and accept the following:

1. This agreement is good for six months from the Start Date of this agreement. If a student has not completed the program before this agreement expires, he/she must sign a new enrollment agreement and pay the current tuition for classes.
2. All information distributed and taught by Nutrition Therapy Institute is for nutritional and cooking education only.
3. Information distributed and taught by Nutrition Therapy Institute is NOT to be used to diagnose disease and/or illness. This same information is NOT to be used to replace medical treatment of any kind.
4. A Nutrition Therapy Institute diploma as a Natural Food Chef makes no representation as to the legality of any individual health practice and no representation that those who have completed the course work or any part thereof are licensed to do anything in any area.
5. Nutrition Therapy Institute accepts no responsibility for any liability that may result from a student's or graduate's activities in the field of nutrition, including the dissemination of any nutritional information to individuals or groups.
6. This agreement is null and void if a student withdraws from the program, is no longer taking courses, or is terminated.

I have read this document and agree to conform to the points described above. I accept full personal responsibility for my actions in this regard.

I HAVE RECEIVED A COPY OF THIS ENROLLMENT AGREEMENT AND A SCHOOL CATALOG DATED 2017-2018.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

NTI Representative \_\_\_\_\_ Date \_\_\_\_\_