

THE CCAPP ACADEMY
ALCOHOL & DRUG STUDIES PROGRAM
2400 Marconi Avenue, Ste. C, Sacramento, CA 95821
Office: (916) 338-9460 Fax: (916) 338-9468
LEARN AND EARN BEACON STUDENT ENROLLMENT AGREEMENT

Name: _____
Address _____ City _____ Zip _____
Daytime Phone: _____ Email: _____
DOB: _____ SSN: _____ - _____ - _____

The Enrollment Agreement is covered by the same start and ending dates.

Tuesday/Thursday Evenings (3/5/24* – 3/8/2025*), and Sundays (12/15/24* – 2/2/25*) during Practicum

Start Date: March 5, 2024*

Ending Date: March 8, 2025*

The CCAPP Academy is taught in a 336-hour course held over 53 weeks from 6 pm to 9 pm, Tuesday/Thursday and Sundays from 9 am to 4 pm.

I understand that the total fee for the CCAPP Academy is \$3500.00. As a participant of the Learn and Earn BEACON program, I understand this CCAPP Academy fee will be paid for by the Learn and Earn scholarship as long as I continue to satisfy conditions of enrollment and fulfill all obligations as dictated by the signed “Learn and Earn BEACON Scholarship and Stipend Agreements.”

I qualify for the Learn and Earn BEACON program (must have letter within five weeks)
___ I do qualify ___ I do not qualify for the scholarship.

The CCAPP Academy does not accept financial, grants or loans outside of the outlined Learn and Earn funding. If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

The above rates cover the entire cost of the training, including a copy of the workbook, “*Alcohol and Drug Studies for the Comprehensive Recovery Practitioner.*”

(California Education Code 94923; Title 5, California Code of Regulations 76120-76140)

The Student Tuition Recovery Fund (STRF) there is a non-refundable assessment rate of \$0.00 per student for enrollment.

*dates are approximate and subject to change

STUDENT TUITION RECOVERY FUND DISCLOSURES

“You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. 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 either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.”

“The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency programs attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school’s failure to pay refunds or charges on behalf of a Student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school’s failure to pay or reimburse loan process under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.”

I understand that, when signed, this agreement is legally binding when signed by the student and accepted by the institution.

Any notification of withdrawal or cancellation and any request for refund must be in writing and delivered to CCAPP at the above address in person, through certified mail, or fax.

LEARN AND EARN SCHOLARSHIP AGREEMENT

I understand that scholarship funds will be paid directly to the CCAPP Academy and that I will not receive a direct monetary award under any circumstances.

STUDENT’S RIGHT TO CANCEL:

*dates are approximate and subject to change

The student has the right to cancel the enrollment agreement but shall forfeit any remaining tuition paid back to the Learn and Earn program funds.

If notice of cancellation or withdrawal is made **in writing** through the first day of instruction, CCAPP Academy will refund 100 percent of the amount paid to the Learn and Earn program funds. If the student has received a copy of the workbook and does not return it in reusable condition, a fee of \$150 will be withheld from any refund.

Payment of Refunds:

Any refund due to a student’s withdrawal shall be issued by CCAPP Academy to the Learn and Earn Program within 30 days of receiving student’s withdrawal letter. The student has the right to cancel or withdraw no later than **April 1, 2024**.

Refund Policy

The refund for students who have completed 60 percent or less of the program shall be a pro rata refund. CCAPP Academy will deduct a registration fee of \$100 non-refundable from the total charge then divide that remainder by the total hours in the program. The quotient is the total hourly charge for the program.

The amount forfeited by the student for the purposes of calculating a refund is derived by multiplying the total sessions attended by the daily charge for instruction plus the \$100 non-refundable registration fee. The refund shall be the amount in excess of this calculation that was paid by the Learn and Earn program. The amount forfeited by the student is derived by total hourly charge for instruction, total institutional charge divided by the number of program hours multiplied by the total hours attended by the student.

Example – Learn and Earn Students:

Attendance	Total Cost	Less Registration Fee	Less Tuition Due to CCAPP	Less Book Fee	Refund Due L&E
336 hrs (\$9.67 per hr)	\$3500	\$100	(\$9.67 x 3hrs) \$29.01	\$150	\$3,220.99
336 hrs (\$9.67per hr)	\$3500	\$100	(\$9.67 x 6hrs) \$58.02	\$150	\$3,191.98

Students completing more than 60 percent of the program will not qualify for a refund.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS/CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits earned at the CCAPP Academy is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in Alcohol & Drug Studies Program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earned at this institution is 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 CCAPP Academy to determine if your certificate will transfer.

Understanding Regarding the Alcohol and Drug Studies Program

The CCAPP Academy’s “Alcohol and Drug Studies” program is career training, not formal education, and is not affiliated with any college or university and the units and certificate you earn in this program will not be transferable to any college or university in the future. In addition, the certificate you earn from the CCAPP Academy will not serve as a basis for obtaining a degree at a college or university.

The CCAPP Academy is taught in a 336-hour course held over 53 weeks from 6 pm to 9 pm, Tuesday/Thursday and from 9 am to 4 pm, Sundays.

Maximum of 11 absences = 66 hours. A minimum of 70% attendance/participation points is required to graduate.

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Telephone & Fax #'s: (888) 370-7589 or by fax (916) 263-1897
(916) 431-6959 or by fax (916) 263-1897

A student or any member of the public may file a complaint about this 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 web site www.bppe.ca.gov