



hendriks institute

welcome to the future.

Hendriks Institute of Massachusetts
20 Tower Office Park • Woburn, Massachusetts 01801 • (781) 939-5840

Program or Course Name (Check one): Graphic Communications Information Technology

Student Name _____ Day Phone _____ Evening Phone _____

Address _____

Town/City _____ State _____ Zip Code _____

Entrance Requirements: 17 years old, High School Diploma or GED, or a score of 118 on the Career Program Assessment Test (CPAT) for those applicants who do not possess a high school diploma or GED.

Late registration will not be accepted after two weeks of the start date of the program.

Clock Hours: 350

Program Starts on MAY 7 02 Program Ends on MAY 7 03

Program	AI NA MOSE
Tuition	\$10,500
Computer & Software	
Books & Supplies	
Application Fee	
TOTAL CHARGES	\$10,500

METHOD OF PAYMENT: TOTAL CHARGES are due and payable on or before the start date of the program in which a student is enrolled by personal check, money order, credit card payment, or proceeds from a loan program.

Refund Policy (as per M.G.L. c. 255 Sec. 13K)

1. You may terminate this agreement at any time.
2. If you terminate this agreement within five days you will receive a refund of all monies paid, provided that you have not commenced the program.
3. If you subsequently terminate this agreement prior to the commencement of the program, you will receive a refund of all monies paid, less the actual reasonable administrative costs described in paragraph 7.
4. If you terminate this agreement during the first quarter of the program, you will receive a refund of at least seventy-five per cent of the tuition, less the actual reasonable administrative costs described in paragraph 7.
5. If you terminate this agreement during the second quarter of the program, you will receive a refund of at least fifty per cent of the tuition, less the actual reasonable administrative costs described in paragraph 7.
6. If you terminate this agreement during the third quarter of the program, you will receive a refund of at least twenty-five per cent of the tuition, less the actual reasonable administrative costs described in paragraph 7.
7. If you terminate this agreement after the initial five day period, you will be responsible for actual reasonable administrative costs incurred by the school to enroll you and to process your application, which administrative costs shall not exceed fifty dollars or five per cent of the contract price, whichever is less. A list of such administrative costs is attached hereto and made a part of this agreement.
8. If you wish to terminate this agreement, you must inform the school in writing of your termination, which will become effective on the day such writing is mailed.
9. The school is not obligated to provide any refund if you terminate this agreement during the fourth quarter of the program.

A student whose application is denied will receive a refund of all monies paid.

Once purchased, books, computer hardware, computer software and other instructional supplies become the property of the student. The school does not accept material returns and makes no refund for these items.

Administrative Costs equal \$50.00

A DUPLICATE COPY OF THIS AGREEMENT MUST BE PROVIDED TO THE STUDENT.

STUDENT'S SIGNATURE: _____ Date: _____

SCHOOL OFFICIAL'S SIGNATURE: _____ Date: _____