



PC TECH USA ENROLLMENT AGREEMENT

IT Training –Full Time- 18hours/week Mini Program

317 Madison Avenue #800, 42nd Street New York, N.Y.10017

Tel: 212-808-4754 Fax: 212-808-4749 Web: www.getitnyc.com E-Mail: info@getitnyc.com

Agreement: Enrollment agreement must be: Signed by the applicant and enclosed in the students file.

Student Information

<Ms./Mr.>First Name: _____ Middle Initial: _____ Last Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Mobile Phone: _____ E-mail: _____

Date of Birth (mm/dd/yyyy): _____ Nationality: _____ SS#or Passport#: _____

Registration

	Wks	Hours	Registration	Text	Tuition	Total
<input type="checkbox"/> CompTIA A+	3	54	\$30	\$50	\$670	\$750
<input type="checkbox"/> CompTIA Network+	5	88	\$100	\$50	\$1,040	\$1,190
<input type="checkbox"/> Microsoft Certified Professional (MCP)	5	88	\$100	\$100	\$1,040	\$1,240
<input type="checkbox"/> MCITP Server Administrator	6	108	\$100	\$150	\$1,740	\$1,990
<input type="checkbox"/> MCITP Enterprise Administrator	12	216	\$100	\$300	\$3,585	\$3,985
<input type="checkbox"/> MCTS 70-640 Windows Server 2008 Active Directory	2	36	\$30	\$50	\$640	\$720
<input type="checkbox"/> MCTS 70-642 Windows Server 2008 Network Infrastructure	2	36	\$30	\$50	\$640	\$720
<input type="checkbox"/> MCTS 70-620 Microsoft Windows Vista Client Configuration	1	18	\$30	\$50	\$320	\$400
<input type="checkbox"/> MCTS 70-643 Windows Server 2008 Applications Infrastructure	3	54	\$30	\$50	\$960	\$1,040
<input type="checkbox"/> Cisco CCNA	5	88	\$100	\$50	\$1,040	\$1,190
<input type="checkbox"/> CompTIA Security+	5	88	\$100	\$50	\$1,040	\$1,190
<input type="checkbox"/> Sun Solaris Unix Administrator	5	88	\$100	\$50	\$1,040	\$1,190
<input type="checkbox"/> CompTIA Linux+	3	54	\$30	\$50	\$670	\$750

Start Date: _____ Expected Graduation Date: _____

Schedule:

Morning class	Mon-Thurs : 10:00am-1:30pm/ Fri: 9:30am-1:30pm
Afternoon class	Mon-Thurs : 2:00pm-5:30pm/ Fri: 2:00pm-6:00pm

*Hours of School; Operation: Mon-Fri ; 10:00am – 6:00pm / Sat ; 11:00am-5:00pm (Note; Only the class open)

Payment Information:

Total cost of the Program is \$_____after acceptance into the program, through a personal interview. \$_____ Registration fee (non refundable) is required to hold a class space. A total fee is Payable by check, Master Card, Visa, or Cash. Tuition of \$_____ is due before the class starts. Note: To maintain the security of credit card information please call (212) 808-4754 to pay by credit card.



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Payment method

<input type="checkbox"/> Check (payable to PCTECH) Check Number: _____ <input type="checkbox"/> Cash <input type="checkbox"/> Visa / <input type="checkbox"/> Master Card / <input type="checkbox"/> American Express / <input type="checkbox"/> Payment by wire transfer from foreign account <input type="checkbox"/> Google Online Payment

Cancellation and Refund Policy

You may cancel your enrollment at any time, in which case the following terms will apply: If you request cancellation within seven days after signing, you will be refunded all money paid to the school, with the exception of the non-refundable registration fee, as long as you have not entered into instruction. Thereafter, in the event of cancellation, or termination, the school shall retain the registration fee plus the cost of any textbooks or supplies accepted, plus the following amounts for tuition as of the student’s last date of physical attendance.

* Tuition liability is divided into number of quarters and completed and number of weeks in the second quarter.

If withdrawal occurs:	
Mini-Program	School may keep
0%-15% of the program	0%
16%-30% of the program	25%
31%-45% of the program	50%
46%-60% of the program	75%
After 60% of the program	100%

Notice of cancellation or withdrawal must be made in writing. If the student is a minor, a parent or guardian must make such notice. International Students holding F1 or M1 visas- please be advised that \$100 I-20 processing fee and \$100 International FedEx fee (If school sent the parcel) is non-refundable.

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

Student signature _____ Date: _____

The Agent who enrolled me was (Agent name _____) Cert.#: _____

Student signature _____ Date: _____

I have received a copy of the Student Disclosure Material.

Student signature _____ Date: _____

Accepted for the school by _____ Date: _____