g) All money paid will be refunded if the college rejects the student’s application.

f) The college reserves the right to dismiss any student from registered classes for nonpayment of institutional charges by the published due dates. A student who is in arrears to any department of the college may not

e) Costs for items other than tuition are estimates.

[5] Cancellation Policy:

s) In each trimester, for a student to receive his/her all-inclusive materials (course books and supplies), he/she MUST be clear of any academic and/or financial hold on or before the end of trimester add/drop deadline;

r) A student who requests his/her trimester course books and supplies to be shipped to him/her MUST pay a $40.00 shipping and handling fee PRIOR to the item being shipped. There will be a 48 -hour period between

k) The student is enrolled on a continuing trimester -by-trimester basis and agrees to comply with all published college policies and procedures. Furthermore, the college reserves the right to remove the student to withdraw or not renew the student's application;

j) Attendance as classes is limited to the person whose signature appears hereon as student.

i) The jurisdiction and venue of all actions against the college shall lie solely in that county. This agreement and college catalog, together with other published college policies, procedures, and student conduct codes policies shall constitute the entire agreement between the student and Wade College and supersedes any prior or contemporaneous oral or written agreements or statements.

h) The college reserves the right to terminate the student’s enrollment (if accepted) immediately and without prior notice, upon failure of the student to comply with the rules and regulations of the college relating to acceptable level of scholarship, sufficient academic progress, and/or financial obligation.

(1) A student who requests the college to make the examination time available for him/her to complete the examination, must attend the examination at the time he/she is scheduled to take the examination. If a student fails to appear at the scheduled time and date for the examination, the examination will not be rescheduled.

(2) The student is responsible for ensuring that payments are made on time. For each late payment, the student's account may be assessed $25.00.

(3) Institutional Charges:

a) Students not using any federal student financial aid must make full payment for the trimester cost of tuition and fees by the start date of each trimester to avoid any additional fees. Any student who requires monthly

(2) Programs and Majors:

- Associate of Arts in Fashion Design and Product Development (CIP 50.0407)
- Associate of Arts in Interior Design (CIP 50.0408)
- Associate of Science in Marketing Management, Concentration in Wholesale and Retail Management (CIP 52.1999)
- Associate of Science in Marketing Management, Concentration in Marketing and Visual Communications (CIP 50.0409)
- Bachelor of Science in Business Management, Concentration in Entrepreneurial/Small Business Management (CIP 51.0305), beginning Summer 2024
- Bachelor of Arts in Interior Design (CIP 50.0407)
- Bachelor of Science in Business Management, Concentration in Wholesale and Retail Management (CIP 52.1995)
- Bachelor of Science in Management, Concentration in Management and Marketing (CIP 50.0404)
- Bachelor of Science in Technology, Concentration in Cyber Security (CIP 51.0305), beginning Summer 2024

(3) Tuition rates are assessed on a per credit-hour basis. All necessary course materials, which may include, but not limited to, textbooks, e-books, course-specific software, consumable classroom supplies, and printing costs necessary to meet minimum course requirements, which include portfolio production, are included at no additional cost to the student. Tuition rates do not include: the costs of the application and graduation fees; costs for laptops, desktops, drafting tables, furniture or fixtures, and other long-lived tangible assets. A one-time, non-refundable $25.00 application fee is due with the submission of each Associate Degree Program Application or Admission; Post-Associate Baccalaureate Degree Program Application for Admission; and/or Direct-Entry Baccalaureate Degree Program Application for Admission. The following reflects current educational costs, such costs, other than tuition (see Guaranteed Tuition Rate in the Wade College Catalog), may change. For current educational costs, please refer to the up-to-date college catalog found on the Wade College website – www.wadecollege.edu.

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[2] Tuition Rate per Credit Hour

Tuition Rate per Credit Hour

College Preparation Course (only if standardized exam indicates need)*  $ 150.00

Withdrawal Fee (assessed if student withdraws)*  $ 125.00

Post-Associate Baccalaureate Degree Program Costs [20 Credit Hours]

Tuition Rate per Credit Hour

Tuition Rate per Credit Hour

College Preparation Course (only if standardized exam indicates need)*  $ 150.00

Withdrawal Fee (assessed if student withdraws)*  $ 125.00

Withdrawal Fee (assessed if student withdraws)*  $ 125.00

Direct-Entry Baccalaureate Degree Program Costs [120 Credit Hours]

Tuition Rate per Credit Hour

Tuition Rate per Credit Hour

College Preparation Course (only if standardized exam indicates need)*  $ 550.00

Withdrawal Fee (assessed if student withdraws)*  $ 125.00

Withdrawal Fee (assessed if student withdraws)*  $ 125.00

*Reflects costs at the time of publication; please refer to the current college catalog for any changes or revisions.

Regarding the tuition rate per credit hour, this Tuition and Enrollment Agreement is for 2 and one-half academic years only [5 consecutive trimesters]. Any student taking more than the normal time for degree completion will be charged the current tuition rate for each additional trimester of study. If a student withdraws and is later readmitted or takes on an official leave of absence and returns after the leave of absence expires, the current tuition rate will be assessed for each remaining trimester; however, a student enrolled in a Direct-Entry Baccalaureate Degree Program is allowed to take up to one official leave of absence without incurring an increase in tuition, if applicable. Unless an official leave of absence is granted, a student who fails to attend consecutive trimesters is administratively withdrawn from the college.

[4] General Terms and Conditions:

a) Students not using any federal student financial aid must make full payment for the trimester cost of tuition and fees by the start date of each trimester to avoid any additional fees. Any student who requires monthly

b) Students using any federal student financial aid will be provided a Student Financial Plan after federal student financial aid eligibility has been determined. Payments made through federal student financial aid funds will be disbursed in accordance with federal regulations. Estimated installment payments on amounts not paid by federal student financial aid will be shown on the Student Financial Plan, which is furnished separately. c) Students not financially obligated beyond the trimester they are currently attending. A student may not attend any classes for any academic trimester of study unless all tuition and fees that are due have been paid, and

d) Changes are payable in accordance with the payment schedule specified in the Tuition and Enrollment Agreement; the Student Financial Plan, or other billing statements. The student or parent, if assuming responsibility, is responsible for ensuring that payments are made on time. For each late payment, the student's account may be assessed $25.00.

e) Costs for items other than tuition are estimates.

f) The college reserves the right to dismiss any student from registered classes or request a change in the course schedule for nonpayment of institutional charges by the published due dates. A student who is in arrears to any department of the college may not

g) All money paid will be refunded if the college rejects the student’s application.

h) The college reserves the right to terminate the student’s enrollment (if accepted) immediately and without prior notice, upon failure of the student to comply with the rules and regulations of the college relating to acceptable level of scholarship, sufficient academic progress, and/or financial obligation.

i) This agreement is for future consumer services and puts all assignees on notice of the consumer’s [student’s] right to cancel.

j) Attendance as classes is limited to the person whose signature appears hereon as student.

k) The student is enrolled on a continuing trimester -by-trimester basis and agrees to comply with all published college policies and procedures. Furthermore, the college reserves the right to make any additional changes, additions, deletions, or revisions to policies and procedures if deemed necessary.

l) The college reserves the right to make determination as to job/individual placement for students and graduates, as well as any particular level of compensation while a student or after graduation.

m) Classes are offered during various times Monday through Thursday from 8:00 a.m. to 10:25 p.m., on Friday from 8:00 a.m. to 1:00 p.m., and on Saturday from 9:00 a.m. to 1:00 p.m. Although Wade College offers classes throughout the day, evening, and weekend, some course times may require you to attend class other than at times you prefer. Student schedules are not created on an individual basis. If a student has a request for an individualized schedule, that student should use the Office of the President for details.

n) Wade College reserves the right to change classes, instructors, times, and locations, and to cancel course offerings and requirements, course contents, course titles, and the sequencing of courses within its degree program.

o) Hours of operation for administrative and faculty offices, college library, and classrooms are posted on the college campus.

p) Wade College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate and baccalaureate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Wade College. The Southern Association of Colleges and Schools Commission on Colleges is a regional accrediting agency recognized by the U.S. Department of Education.

q) The interior design programs leading to the Bachelor of Arts in Interior Design is accredited by the Council for Interior Design Accreditation, www.accredit-id.org. 206 Grandville Avenue, Suite 310, Grand Rapids, MI, 49503-4014. The CIDA-accredited program prepares students for entry-level interior design practice, for advanced study, and to apply for membership in professional interior design organizations. The Bachelor of Arts in Interior Design granted by Wade College meets the educational requirement for eligibility to sit for the National Council for Interior Design Qualification Examination (NCIDQ) Exam. For more information about NCIDQ Exam eligibility visit https://www.ncids.org/eligibility/requirements.

r) A student who requests his/her trimester course books and supplies to be shipped to him/her MUST pay a $40.00 shipping and handling fee PRIOR to the item being shipped. There will be a 48-hour period between payment and posting shipping and handling.

s) In each trimester, for a student to receive his/her all-inclusive materials (course books and supplies), he/she MUST be clear of any academic and/or financial hold on or before the end of trimester add/drop deadline. Failure to remove the hold within this timeframe will result in the student having to incur the additional costs of acquiring the necessary materials on his/her own. Wade College returns all materials to the respective vendor at the end of the add/drop period and will not procure such materials for the student after the expiration of the add/drop period.

[5] Cancellation Policy:

A FULL REFUND LESS THE APPLICATION FEE WILL BE MAID TO ANY STUDENT WHO CANCELS THE ENROLLMENT AGREEMENT BY MIDNIGHT OF THE FIRST DAY OF THE TERM. FURTHERMORE, THIS TUITION AND ENROLLMENT AGREEMENT IS FOR FUTURE CONSUMER SERVICES AND PUTS ALL ASSIGNEES ON NOTICE OF THE CONSUMER’S [STUDENT’S] RIGHT TO CANCEL.
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NON-DISCRIMINATION POLICY
Wade College has a history of seeking to preserve an atmosphere of openness and tolerance. This college is committed to maintaining a unpretentious and accepting atmosphere welcoming to anyone who will strive to achieve his or her personal best. Wade College promotes and values diversity among the individuals who make up its community and is committed to providing equal educational opportunity to students of all races, colors, national or ethnic origins, sex, religion, creed, disability, or any other characteristic protected by state, local, or federal law.

In addition to complying with federal and state equal opportunity laws and regulations, the college, through its diversity policy, declares harassment based on individual differences inconsistent with Wade College’s mission and goals. Every member of the Wade College community enjoys certain rights. At the same time, individuals who work, study, live, and teach within this community are expected to refrain from behavior that threatens the freedom, safety, and respect deserved by every community member. Students who have concerns or questions should contact the Office of the President.

TRANSFERABILITY OF CREDITS
Although Wade College is a regionally accredited institution of higher education, the transferability of its credits is solely determined by the receiving institution taking into account such factors as course title, course content, grade, and its own internal criteria. Most institutions, however, accept credits awarded by Wade College that are consistent with the academic programs of the transferring institution unless prohibited or restricted by the receiving institution. Credit for work not specifically related to a student’s major field of study is at the receiving institution’s discretion. Students are responsible for verifying the transferability of credits.

Wade College does not recognize the association of other education programs, for example, in preparation for the National Council for Interior Design Qualification (NCIDQ). The college reserves the right to apply any student payment, or any refund due to a student, to any student financial account that is in arrears.

A student who withdraws or is administratively withdrawn from Wade College within certain time periods of a trimester may be eligible to receive a refund for a portion of the institutional charges that were paid to Wade College for the trimester. However, if the student received financial aid (Federal grants or loans), all or a portion of the refund will be returned to the financial aid programs as follows: (1) Federal Unsubsidized Direct Loan; (2) Federal Subsidized Direct Loan; (3) Federal Direct PLUS Loan; (4) Federal Pell Grant; (5) Federal Supplemental Educational Opportunity Grant; (6) Other Title IV Aid; (7) Other Aid and/or Scholarships.

Federal "Return of Title IV Aid" Policy
This policy applies to students who withdraw (officially, unofficially, or fail to return from a Leave of Absence) or are dismissed from enrollment at Wade College. It is separate and distinct from the Wade College Refund Policy. A student who withdraws is one who either officially goes through a withdrawal from Wade College, unofficially withdraws (is administratively withdrawn), is suspended, or officially withdraws and submits it in writing to the Office of the President.

GRADUATION REQUIREMENTS
Upon successful completion of the stated requirements below, students are awarded an associate degree and/or a baccalaureate degree. A student must complete all academic requirements and resolve all financial obligations with the college before either degree is awarded.

Graduation Requirements – Associate Degree Programs
The Associate of Arts in Fashion Design and Product Development and Interior Design, or the Associate of Science in Marketing and Management and Information Technology is granted to students who have completed the following requirements: (1) Completion of a minimum of 28 credit hours with a passing grade or credit; (2) Completion of all required general education, core curriculum, and major coursework for the applicable program; (3) A cumulative grade point average (GPA) of 2.0 or above based on a 4.0 scale; and (4) Satisfaction of all financial obligations through the Business Office to participate in the graduation ceremony and to receive a degree evaluation transcript from Wade College.

Graduation Requirements – Direct-Entry and Associate Baccalaureate Degree Programs
The Bachelor of Arts in Fashion Design and Product Development and Interior Design, or the Bachelor of Science in Marketing and Management and Information Technology is granted to students who have completed the following requirements: (1) Completion of a minimum of 28 credit hours with a passing grade or credit; (2) Completion of all required general education, core curriculum, and major coursework for the applicable baccalaureate degree; (3) A cumulative grade point average (GPA) of 2.0 or above based on a 4.0 scale; and (4) Satisfaction of all financial obligations through the Business Office to participate in the graduation ceremony and to receive a degree evaluation transcript from Wade College.

REFUND AND PAYMENT POLICIES
A student who withdraws or is administratively withdrawn from Wade College within certain time periods of a trimester may be eligible to receive a refund for a portion of the institutional charges that were paid to Wade College for the trimester. However, if the student received financial aid (Federal grants or loans), all or a portion of the refund will be returned to the financial aid programs as follows: (1) Federal Unsubsidized Direct Loan; (2) Federal Subsidized Direct Loan; (3) Federal Direct PLUS Loan; (4) Federal Pell Grant; (5) Federal Supplemental Educational Opportunity Grant; (6) Other Title IV Aid; (7) Other Aid and/or Scholarships.

The college reserves the right to apply any student payment, or any refund due to a student, to any student financial account that is in arrears.

Student Withdrawal
Any student who desires to officially withdraw from Wade College must inform the college as follows: (1) Verbal notice to the student’s academic advisor; (2) Entry of the withdrawal date into the college’s student information system; (3) Letter accompanying the student withdraw form (required for all withdrawals made after the first week of the trimester); or (4) Statement of Discontinued Attendance form (required for all withdrawals made after the first week of the trimester). The college reserves the right to apply any student payment, or any refund due to a student, to any student financial account that is in arrears.

Wade College Refund Policy
The amount of assistance that the student has earned is determined on a pro rata basis. Wade College must perform an R2T4 within 30 days from the date the institution determines that the student withdrew to determine the amount of Title IV aid earned. The Return of Title IV Funds (R2T4) regulation does not dictate the institutional refund policy. The calculation of Title IV funds earned by the student has no relationship to the student’s incurred institutional charges. A student who withdraws or is administratively withdrawn from Wade College within certain time periods of a trimester may be eligible to receive a refund for a portion of the institutional charges that were paid to Wade College for the trimester. However, if the student received financial aid (Federal grants or loans), all or a portion of the refund will be returned to the financial aid programs as follows: (1) Federal Unsubsidized Direct Loan; (2) Federal Subsidized Direct Loan; (3) Federal Direct PLUS Loan; (4) Federal Pell Grant; (5) Federal Supplemental Educational Opportunity Grant; (6) Other Title IV Aid; (7) Other Aid and/or Scholarships.

Wade College has 45 days from the date the institution determines that the student returned to withdraw unearned funds for which it is responsible. The Return of Title IV Funds (R2T4) regulation does not dictate the institutional refund policy. The calculation of Title IV funds earned by the student has no relationship to the student’s incurred institutional charges. A college is required to determine the earned and unearned Title IV aid a student has earned as of the date the student ceased attendance based on the amount of time the student spent in attendance.

Withdrawal before 60%
The amount of assistance that the student has earned is determined on a pro rata basis. Wade College must perform an R2T4 within 30 days from the date the institution determines that the student withdrew to determine the amount of earned aid apportioned through the 60% point in each payment period. The institution will use the Department of Education’s processed schedule to determine the amount of R2T4 funds the student has earned at the time of withdrawal. After the 60% point in a payment period, a student has earned 30% of the Title IV funds or he or she was scheduled to receive during the period. The institution must still perform an R2T4 to determine the amount of aid that the student has earned.

Withdrawal after 60%
For a student who withdraws after the 60% point-in-time, there are no unearned funds. However, Wade College must still determine whether the student is eligible for a post-withdrawal disbursement.

Withdrawals – Official vs. Unofficial
A student who withdraws is one who either officially goes through a withdrawal from Wade College, unofficially withdraws (is administratively withdrawn), is suspended, or officially withdraws and submits it in writing to the Office of the President.

A student’s withdrawal date is determined by using one of the following:
(1) The student notifies the administrator of the withdrawal agreement and/or officially notifies the institution of intent to withdraw; or
(2) The student’s last date of attendance as determined by the college accounting office.

A student who withdraws prior to the 60% point-in-time, there are no unearned funds. However, Wade College must still determine whether the student is eligible for a post-withdrawal disbursement.

Withdrawal – Official vs. Unofficial
A student who withdraws is one who either officially goes through a withdrawal from Wade College, unofficially withdraws (is administratively withdrawn), is suspended, or officially withdraws and submits it in writing to the Office of the President.

A student’s withdrawal date is determined by using one of the following:
(1) The student notifies the administrator of the withdrawal agreement and/or officially notifies the institution of intent to withdraw; or
(2) The student’s last date of attendance as determined by the college accounting office.

A student who has received Federal financial aid (Federal grants) is required to repay the funds apportioned to him or her through the 60% point in each payment period. The institution will use the Department of Education’s processed schedule to determine the amount of earned aid or credit that the student has earned at the time of withdrawal. After the 60% point in a payment period, a student has earned 30% of the Title IV funds or he or she was scheduled to receive during the period. The institution must still perform an R2T4 to determine the amount of aid that the student has earned.

Withdrawal after 60%
For a student who withdraws after the 60% point-in-time, there are no unearned funds. However, Wade College must still determine whether the student is eligible for a post-withdrawal disbursement.
DO NOT SIGN THIS AGREEMENT BEFORE YOU READ IT IN ITS ENTIRETY. YOU ARE ENTITLED TO AN EXACT COPY OF THE AGREEMENT YOU SIGN. STUDENT ACKNOWLEDGES (1) THAT HE OR SHE HAS REVIEWED THE COLLEGE CATALOG, ANNUAL SECURITY REPORT AND SAFETY PLAN, AND STUDENT HANDBOOK (SOME TERMS AND CONDITIONS OF WHICH ARE INCORPORATED HEREIN) DESCRIBING THE CURRICULUM, FACILITIES, REQUIREMENTS, POLICIES AND PROCEDURES OF THE COLLEGE AND ACCEPTS THOSE PROVISIONS; (2) THAT HE OR SHE HAS READ BOTH PAGES OF THIS AGREEMENT PRIOR TO SIGNING; (3) THAT THIS AGREEMENT WAS COMPLETED AND ALL APPLICABLE BLANKS FILLED BEFORE SIGNING; (4) THAT STUDENT RECEIVED A COPY OF THIS AGREEMENT AT THE TIME OF SIGNING; AND (5) THAT THIS AGREEMENT WAS SIGNED BY STUDENT AND WADE COLLEGE OFFICIAL ON

______________________, _____________ ______________________________
Month Day  Year  Student’s Signature

______________________, _____________ ______________________________
Month Day  Year  Wade College Official, Title

[If Student is under the age of 18 years, a Co-Signer is required who is the student’s parent or legal guardian.] I hereby guarantee student’s payment of all amounts due or to become due under this agreement:

______________________, _____________ ______________________________
Month Day  Year  Co-Signer’s Signature

__________________________________________________________________
[Address] [City, State, Zip]

PLEASE DO NOT SIGN THIS AGREEMENT UNTIL YOU HAVE READ AND UNDERSTAND THE ENTIRE TUITION AND ENROLLMENT AGREEMENT

All three pages of this agreement constitute the entire Tuition and Enrollment Agreement

STUDENT’S RIGHT TO CANCEL

The student may cancel this transaction by signing below and returning this form to Wade College by midnight of the first day of the term:

Date of this Notice: ____________________________

Last Date to Cancel this Transaction: See: Trimester Matriculation Date, above.

I wish to cancel this transaction with Wade College, ____________________________[Signature]