

CE/CPD Enrollment Application



Options For Animals COLLEGE OF ANIMAL CHIROPRACTIC

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Application for Attendance in Post-Graduate Animal Chiropractic Continuing Education (CE/CPD Hours)

(Please print legibly. This application constitutes an enrollment agreement and is deemed a contractual relationship between the applicant and Options for Animals As regulated by K.S.A 74-32, 162-183 and K.S.A 88-23-2a.)

Admission Requirements (Prerequisites):

(For a complete list of Admission Requirements please refer to the Course Catalog.)

- A. The Applicant must be a Chiropractor or Veterinarian that has completed a Basic Animal Chiropractic Course at an AVCA or IVCA approved school.
- B. The Applicant must be in good standing in the areas in which he/she practices and with his/her professional associations.

This Application is for the Course: _____

Being offered: (MO/Day/Yr) ____/____/____ **CE/CPD Hours Offered:** _____

(Please complete the above information as accurately as possible so our staff can register you in the correct Course.)

Doctor's Name: _____ DC DVM VMD

License #: _____ **State/Province/Country Issued:** _____

Basic Animal Chiropractic Course Completion: Date: _____

School: _____

This application is for an Options for Animals College of Animal Chiropractic's Continuing Education Course in Animal Chiropractic that was chosen above. Each course schedule is provided in detail in the course catalog and on the website. Each course consists of two to three (2-3) days at which the student will receive written notes, and between 12 and 32 hours of Lecture and Hands-On Laboratory Time (hours vary depending on the course chosen above). Continental breakfast and lunch will be provided by the College.

After successful completion of the course, the student will receive a certificate of completion. Options for Animals makes no guarantee as to career placement or career opportunities for any of its students that complete the course. The completion certificate can be used as part of the requirements in obtaining an Advanced Animal Chiropractic Certification by Options for Animals. Please read this catalog or contact the College directly for more information on this Advanced Certification and its fees and requirements.

Tuition: Tuition is based on the number of hours attended as described below. The charge is approximately \$37.50 USD per hour, which is average for the industry:

Hours of Credit	Cost of Course
12 Hours (Minimum Cost for CE)	\$450.00 USD
16 Hours	\$600.00 USD
20 Hours	\$750.00 USD
22 Hours	\$825.00 USD
30 Hours	\$1,125.00 USD
32 or More Hours	\$1,200.00 USD

(A 10% discount is given for the second Course taken in one calendar year.
Other discounts may be offered from time to time. Check the website for updates!)

A student can terminate his/her application at any time; can withdraw from the course at any time; and the College can terminate a student's enrollment for insufficient progress, non-payment, or failure to comply with all rules as stated in the Course Catalog. Refund of all monies due the student will be made within 60 days of termination and will be determined by strict guidelines as regulated by K.S.A. 88-22-2 and as described in the Course Catalog.

With this signed and completed application, the applicant must include:

- 1. A copy of his/her chiropractic and/or veterinary license.
- 2. Payment as described below. (Minimum \$100.00 USD Deposit.)
- 3. A copy of your Basic Animal Chiropractic Course Completion Certificate.
(Only if completed at a location other than Options for Animals.)

Contact Address and Phone:

Home Business Other _____

Street Address: _____

City: _____ State/Province: _____

Postal Code: _____ Country: _____

Daytime Phone: _____ Home Business Cell

Evening Phone: _____ Home Business Cell

Fax: _____

Email Address: _____ Website: _____

Emergency Contact Person: Name: _____

Relation to you: _____ Phone: _____

Deposit to Hold a Seat:

Sessions often fill quickly. You are placed on the roster when a completed application and the deposit fee or tuition is received at the Options for Animal's office. If a course is already filled, you will be notified and have the choice to be placed on a waiting list, have your application processed for the next most convenient session or have your application returned and money fully refunded.

The minimum DEPOSIT FEE to hold a seat is \$100.00 USD. Please remit the Deposit fee with this form if application is made more than thirty (30) days before the start of the first module. If you fail to enter the course, for any reason, all monies paid will be refunded within 40 days of withdrawal, less a non-refundable application fee of \$50.00 USD.

(See the course catalog for specific details on refunds as regulated by K.S.A. 88-23-2.)

DO NOT MAKE TRAVEL ARRANGEMENTS until you have written confirmation from Options on your placement and status. We cannot guarantee that you can attend if placed on a waiting list.

Payment Options: (Effective September 1, 2011)

Please check () the appropriate box for your payment that is included with this application.

- 1. **Payment at this time is a \$100.00 USD Deposit.** *Payment in full is required the first day of the course.*
- 2. **Payment at this time is payment in full.** Total can be determined by the before-mentioned chart on page two. The number of course hours is indicated on top of the first page. *(Example: 16 Hour Course is \$600.00 USD.)*

Credit Hours for the course chosen: _____ **Hours**

Amount to be Paid from Chart: \$ _____ **USD**

Forms of Payment:

All forms of payment should be made payable to: Options for Animals
Please indicate () your form of payment.

- 1. **Bank Check in United States Funds,**
- 2. **United States Money Order or International Money Order,**
- 3. **Bank Transfers (Please contact the school for bank transfer information.), or**
- 4. **Visa, Mastercard, American Express, Discover and Debit cards are accepted.**
 Credit **Debit**

Type of Card: Visa Mastercard American Express Discover

Charge Card Number: _____

Expiration Date: _____ 3-Digit Code on back of card. ____ _

Cardholder's Name as it appears on the Credit Card: _____

Billing Address of Credit Card: _____

_____ Zip/Postal Code _____

Cardholder's Signature: _____

IMPORTANT, PLEASE READ:

Every attempt is made to offer courses and seminars as announced. Options for Animals reserves the right to adjust course and seminar dates, times, locations, faculty and tuition to accommodate unexpected circumstances and occurrences. (Once enrolled, the tuition will not change as long as the course is completed within two years.) Every attempt will be made to notify paid registrants in advance of program changes. Options cannot be held responsible for expenses incurred by registrants if programs must be altered. Fees are subject to change without notice. This program is approved by the American Veterinary Chiropractic Association (AVCA), the International Veterinary Chiropractic Association (IVCA) and the Kansas Board of Regents.

Prior to signing this Enrollment Agreement, each Party has read and understands and agrees to all of the provisions of this Agreement. All provisions are enforceable as soon as the Applicant signs the Agreement and it is received by the College.

Signatures:

Applicant Date: _____

College Administrator Date: _____

Please submit this Enrollment Agreement (All four pages completed and signed) to the following address or fax number.

Registrations: Mail to: Options for Animals
PO Box 3682
Cartersville, GA 30120 USA

or Fax to: (+1) (678) 721-2523