

# Plontzie's Grooming Academy

148 E South Boundary St, Perrysburg, OH 43551  
419.931.7698 / 419.931.4505 Fax / www.plontzies.com

State of Ohio Board of Career Colleges and Schools Registration #14-07-2050T

## ENROLLMENT AGREEMENT

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ DL/State ID #: \_\_\_\_\_ State: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ SSN: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Emergency Contact #: \_\_\_\_\_

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### Tuition and Fees\*\*

- Application Fee (due with Enrollment Application) \$100.00
- Textbook & Grooming Equipment Fees (due prior to start of program) \$1,000.00
- Tuition – 1<sup>st</sup> Term (due prior to start of program) \$3,500.00
- Tuition – 2<sup>nd</sup> Term (due prior to 321<sup>st</sup> Clock Hour) \$3,500.00

Total Cost \$8,100.00

Tuition & fees are subject to change. Any tuition or fee changes will be effective for the school term following notification of change.

\*\* Application fee of \$100 is due with submission of application. The textbook and grooming equipment fee is due with tuition prior to start date of the program. Tuition is due in two (2) installments: First installment of \$3500.00 is due prior to start date of program. The Second installment of \$3500.00 is due prior to the 321<sup>st</sup> hour of the Program (start of the Advanced Grooming Hands-On Instruction).

# ENROLLMENT AGREEMENT (pg 2 of 3)

Diploma Program: Dog Grooming – Start to Finish

Start Date: \_\_\_\_\_

Program Length: 640 hours

Days Attending Course

Tuesday     Wednesday     Thursday     Friday     Saturday

- Course instruction is offered from 8:00AM – 5:00PM Tuesday through Saturday

## Program Requirements

The 640 hour 'Start to Finish' dog grooming program can be completed in 16 – 20 weeks by a full-time student

Instruction includes lectures, textbook information and visual demonstrations. Students are required to read, study, research and take notes on all material covered during theory and practical instruction. Hands-on instruction is achieved inside Plontzie's Pet Grooming Salon on-location with Plontzie's Grooming Academy.

The program outline consists of:

40 total hours of Theory

- Introduction to Pet Grooming
- Client Services

600 total hours of Hands-on Grooming

- Basic Grooming
- Advanced Grooming

## CANCELLATION/TUITION REFUND POLICY

An enrollment agreement or school application may be cancelled within five (5) calendar days after the date of signing provided the school is notified of the cancellation in writing. The school shall promptly refund in full all tuition and fees paid pursuant to the enrollment agreement or school application. Such refund shall be made no later than thirty (30) days after cancellation. This provision shall not apply where a student has already started classes.

Fees for textbook and grooming equipment will not be refunded if they have been used at any point by student during program.

# ENROLLMENT AGREEMENT (pg 3 of 3)

(i) A student who starts class and withdraws before the academic term is fifteen percent (15%) completed will be obligated for twenty-five percent (25%) of the tuition and refundable fees for the current academic term plus the application fee.

(ii) A student who starts class and withdraws after the academic term is fifteen percent (15%) complete but before the academic term is twenty-five percent (25%) completed will be obligated for fifty (50%) percent of the tuition and refundable fees for the current academic term plus the application fee.

(iii) A student who starts class and withdraws after the academic term is twenty-five percent (25%) complete but before the academic term is forty percent (40%) completed will be obligated for seventy-five percent (75%) of the tuition and refundable fees for the current academic term plus the application fee.

(iv) A student who starts class and withdraws after the academic term is forty percent (40%) completed will not be entitled to a refund of the tuition and fees for the current academic term.

## GRIEVANCE PROCEDURE

Any student who has a grievance with the school or an instructor should first discuss the problem with the instructor or school director. If a resolution is not reached, the student should submit a written complaint to the school director asking for a written response. When a satisfactory resolution of the problem is not obtained, the student may contact:

State of Ohio Board of Career Colleges and Schools  
30 E Broad St, Suite 2481  
Columbus, OH 43215-3414  
614-466-2752 or toll free 877-275-4219

I acknowledge that I have received a copy of the academy catalog and agree with the policies and procedures within.

I have entirely read and have received a copy of this Enrollment Agreement.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

School Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date Published: September 19, 2024

Date Revised: July 12, 2023