

BotanoLogos School of Herbal Studies

Foundations of Herbalism Program 2017: Registration and All the Details

Registration: To register, you must submit a program application (downloadable PDF available on our website or send us an email), along with a non-refundable deposit of \$250.00. Your deposit is deducted from the balance of your tuition due if you are accepted into the program. Should your application not be accepted, your deposit will be immediately returned to you. Payment in full is due at the first class unless you have made arrangements with us for a payment plan or to trade/barter for a portion of your tuition. See our **Refunds and Cancellation Policy, About Payment Plans** and **Work Exchange, Barter and Trade** information below.

Certification: Students who meet all program requirements are awarded a "Certificate of Completion." The certificate acknowledges the successful completion of the Program and recognizes proficiency in herbal therapeutics, basic field botany, herbal formulation, medicine-making techniques and knowledge of the uses of sixty herbs. We do not confer any titles such as, "Certified," "Registered" or "Master Herbalist." For more information, see **Is This Program Right for You?**

About Payment Plans: We offer the option of making your tuition payments throughout the course. We charge an additional administrative fee of \$200.00 to participate in the payment plan. This amount is added to your tuition balance. Payment plans may be customized to meet your budget and you determine the amount you will pay each month. You may choose to make one payment per month, or arrange to make several lump sum payments throughout the program. However, all tuition must be paid in full by November 1, 2017, and all payments must be made on the first of the month. You may begin making tuition payments as soon as you register for the program or on March 1, 2017.

Payment Plan Due Dates: All payments are due on first of the month. We accept payment by cash, check, money order, credit or card debit (Visa, MasterCard, Discover or American Express via PayPal). If paying by credit or debit card, your payments will be automatically processed on the first of the month. If you choose to pay by check or money order, your payment is due by the first of the month and you must also provide us with a credit or debit card number. In the event that your check does not arrive by the first of the month, the payment amount due will be charged to your card. Payments will not be accepted on any other dates or while class is in progress.

To Apply for a Payment Plan: Send us a payment proposal that includes the amount you will be paying on specific dates. When we receive your payment proposal, we'll be in touch to confirm or negotiate any changes, if needed. Once we approve your proposal, we'll send you a legally binding promissory note that outlines the terms of your payment plan. Your payment plan is activated when we receive your signed promissory note. Send payment plan proposal to: BotanoLogos School for Herbal Studies, PO Box W, Mountain City, GA 30562, or by e-mail to info@wildhealingherbs.com.

IMPORTANT: A payment plan agreement with BotanoLogos School for Herbal Studies is a legally binding document that requires your signature on a promissory note outlining the terms of your payment agreement with us. In the unfortunate event that you are not able to complete the program for any reason, the terms of your payment plan remain in effect and payments must continue to be made until the terms of the agreement are fulfilled.

Work Exchange, Barter and Trades: All agreements for Work Exchange, Barter or Trade must be finalized before the first class. We offer a limited number of work exchanges, barter and trade options each year and recommend that you apply early. It may be possible to waive up to \$700 of the program tuition for an equivalent work exchange, barter or trade arrangement. We require a non-refundable deposit of \$250.00 when you submit your application and work exchange, barter or trade proposal. This amount is deducted from the balance of your tuition due if you are accepted into the program. You may pay your tuition balance in full at the first class, or apply for a payment plan. The deadline for completing all work exchange, barter or trade agreements for the 2017 Herbal Studies Program is November 1, 2017. After this date, all agreements are void and the dollar amount equivalent to any remaining work exchange, barter or trade is due in full before students may attend any more classes or take the final exam.

What Constitutes Work Exchange, Barter or Trade: If you have specific skills, a service you can provide or an item you are interested in trading, send us a detailed description of what you are offering and the market value (in dollars) for each service or item. We're open to creative options if you are offering something we truly need or want. Past barter/trades have included: hand-made clothing; graphic design; website design; fruits and vegetables; art work; massage; furniture; firewood; kefir; and nursery plants.

To Apply for Work Exchange, Barter or Trade: Send a *detailed* description of the services or items you are offering and their value (in dollars). Feel free to include photos. Please don't submit vague or general offers such as "helping out" or "yard work." You must be very precise, for example, "Five hours of yard work, using my own tools," "Two one-hour foot reflexology sessions," or "Handmade lamb's wool shawl," etc. Once we receive your proposal, we'll contact you. **Be aware that work exchange, barter and trade options go quickly, usually within the first month after we open registration.**