



CHAMBERLAIN College of Nursing

Post-Licensure Enrollment Agreement

3005 Highland Parkway, Downers Grove, IL 60515 | 888.556.8226 | chamberlain.edu

Please fax completed document toll-free to: 866.603.8669

Or mail to: 2349 W. Lake Street, Suite 100, Addison, IL 60101

Program Conferral Address for programs listed below: 1221 N. Swift Road, Addison, IL 60101 | 630.953.3660

Please select program option:

- RN to BSN Completion Option (online)
- Master of Science in Nursing (MSN) Degree Program (online)
 - Educator Specialty Track
 - Executive Specialty Track
 - Family Nurse Practitioner Specialty Track
 - Healthcare Policy Specialty Track
 - Informatics Specialty Track
- Graduate Certificates
 - Graduate Certificate in Nursing Education Program (online)
 - Graduate Certificate in Nursing Education Program with Practicum (online)
 - Graduate Certificate in Nursing Informatics Program (online)
 - Graduate Certificate in Nursing Informatics Program with Practicum (online)
- Doctor of Nursing Practice Degree Program (online)
 - Healthcare Systems Leadership Specialty Track

Purpose

This Agreement outlines the educational services to which you are entitled as a post-licensure online student of Chamberlain College of Nursing. It also assures your eligibility to participate in the range of student benefits that are offered as part of your degree program. Academic requirements and your financial obligations are also covered.

Application Fee

A \$60 application fee is required of all applicants. This fee is refundable if the application is cancelled within 10 business days of submission. The application fee is waived for Chamberlain alumni, Carrington College and DeVry University students or alumni, as well as qualified military personnel.

Tuition

Tuition is assessed each session according to enrollment. Tuition rates are as follows: unless otherwise indicated, tuition is \$590 per credit hour for the RN to BSN degree completion option, \$650 per credit hour for the MSN degree and Graduate Certificate programs, and \$750 per credit hour for the DNP degree program. An additional \$15 per credit hour is assessed on all MSN/FNP specialty track courses. Additional fees apply and can be found in the academic catalog.

Tuition does not include room and board, books and supplies, fees, or transportation. Chamberlain reserves the right to adjust tuition rates at the beginning of any academic term, but such increases will be announced at least 90 days in advance. Arrangements for payment of tuition and fees must be made prior to registration for the student's first session. Financial obligations must be met prior to registration for subsequent sessions.

Students requiring repeat work will be charged additional tuition at the prevailing tuition rates. This may extend their degree program. Schedule changes affected during the add/drop period will result in a tuition adjustment according to the tuition policy and may have an impact on financial aid.

Tuition for all coursework is assessed according to the student's primary program of enrollment. Student's first program of study is considered the primary program unless the student requests a program change.

Effective Beginning May 2016:

RN to BSN Option (Bachelor of Science in Nursing degree) - Three 16-week semesters (48 weeks full-time) - requires 16 credit hour course load per semester - 122 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge.....\$28,560.00*

MSN (Master of Science in Nursing degree) - Six 16-week semester (96 weeks full-time) - 36 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge.....\$26,310.00*

MSN (Master of Science in Nursing degree) FNP Specialty Track - Eight 16-week semesters (120 weeks full-time) - 45 credit hours - total application fee, tuition costs based on current tuition rates, student services charge, and APRN resource fee.....\$38,160.00*

Graduate Certificate in Nursing Education - Two 16 week semesters (32 weeks full-time) - 12 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge.....\$8,760.00*

Graduate Certificate in Nursing Education (with Practicum) - Three 16 week semesters (48 weeks full-time) - 15 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge.....\$11,085.00*

Graduate Certificate in Nursing Informatics - Two 16 week semesters (32 weeks full-time) - 9 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge.....\$6,585.00*

Graduate Certificate in Nursing Informatics (with Practicum) -Three 16 week semesters (48 weeks full-time) - 15 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge.....\$11,085.00*

DNP (Doctor of Nursing Practice degree) Healthcare Systems Leadership Specialty Track - Six 16-week semesters (96 weeks full-time) - 40 credit hours - total application fee, tuition costs based on current tuition rates, student services charge, and background check and drug screen fee.....\$38,910.00*

*Semesters, weeks, credit hours and program costs may vary depending upon individual circumstances such as part-time scheduling and transfer credit accepted. Cost shown includes application fee, tuition at current rates, average estimated expense for books and supplies, student services charge, background check and drug screen fee and APRN resource fee (if applicable). See chamberlain.edu/tuition for additional detail and expenses.

Effective Beginning July 2016:

RN to BSN Option (Bachelor of Science in Nursing degree) - Three 16-week semesters (48 weeks full-time) - requires 16 credit hour course load per semester - 122 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge.....\$28,960.00*

MSN (Master of Science in Nursing degree) - Six 16-week semester (96 weeks full-time) - 36 credit hours - total application fee, tuition costs based on current tuition, student services charge and background check and drug screen fee.....\$26,610.00*

MSN (Master of Science in Nursing degree) FNP Specialty Track - Eight 16-week semesters (120 weeks full-time) - 45 credit hours - total application fee, tuition costs based on current tuition rates, student services charge, background, check and drug screen fee and APRN resource fee.....\$38,160.00*

Graduate Certificate in Nursing Education - Two 16 week semesters (32 weeks full-time) - 12 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge.....\$8,860.00*

Graduate Certificate in Nursing Education (with Practicum) - Three 16 week semesters (48 weeks full-time) - 15 credit hours - total application fee, tuition costs based on current tuition rates, student services charge, and background check and drug screen fee.....\$11,210.00*

Graduate Certificate in Nursing Informatics - Two 16 week semesters (32 weeks full-time) - 9 credit hours - total application fee, tuition costs based on current tuition rates, and student services charge.....\$6,660.00*

Graduate Certificate in Nursing Informatics (with Practicum) -Three 16 week semesters (48 weeks full-time) - 15 credit hours - total application fee, tuition costs based on current tuition rates, student services charge, and background check and drug screen fee.....\$11,210.00*

DNP (Doctor of Nursing Practice degree) Healthcare Systems Leadership Specialty Track - Six 16-week semesters (96 weeks full-time) - 40 credit hours - total application fee, tuition costs based on current tuition rates, student services charge, and background check and drug screen fee.....\$38,910.00*

MSN and DNP Degree Programs (including Specialty Tracks) and Graduate Certificates with Practicum Only:

Due to the nature of Chamberlain's graduate certificate and degree programs, practical experience and practicum hours are an essential part of successful completion.

- Graduate Certificates with practicum: 100-hour practicum (two 100-hour practicum courses for Informatics Specialty Track)
- MSN (all specialty tracks except FNP): 100-hour practicum (two 100-hour practicum courses for Informatics Specialty Track)
- MSN FNP Specialty Track: Five 125-hour practicum courses
- DNP: minimum of 1000 post-baccalaureate practicum hours across four practicum courses (range from 125 to 256 hours each)

The number of practicum hours required will be determined based on individual transcript evaluation. Additional practicum criteria and requirements are outlined in the Academic Catalog and practicum handbook.

I understand that it is my responsibility to find my own practicum site and preceptor.

 Student initials

I understand that I am accountable for submitting an application to the college for practicum site approval by the published deadlines.

 Student initials

I will make every effort to provide all required documentation for my practicum experience, including immunization records and disclosures, by the deadlines communicated by Chamberlain.

 Student initials

I understand that any delays in providing complete and accurate information relating to my practicum experience may keep me from registering for my practicum courses.

 Student initials

APPLICANT (BUYER)

I certify that all information provided by me in the Application for Admission is accurate and that I have read both pages of this Agreement and will abide by its provisions. I have retained a completely filled-in copy of this Agreement. The Chamberlain Academic Catalog is available at: chamberlain.edu/catalog. Note: Provisions of any attached addenda acknowledged by applicant modify those of this Agreement.

This enrollment agreement and any addendum incorporated by reference herein supersede all prior or contemporaneous representations, proposals, communications and negotiations, both oral and written, and constitute the entire agreement between the parties with respect to education services. Any representations, warranties, or statements made by an employee or agent of Chamberlain and not expressed in this Agreement are not binding on Chamberlain. This Agreement may only be changed by written agreement signed by an authorized representative of the party against whom enforcement is sought.

BUYER'S RIGHT TO CANCEL

YOU THE BUYER, MAY CANCEL THIS AGREEMENT AT ANY TIME PRIOR TO MIDNIGHT OF THE TENTH BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION FOR A RETURN OF ALL MONIES PAID. CANCELLATION REQUESTS ARE ACCEPTED:

By Mail to: Chamberlain College of Nursing
 1200 East Diehl Road
 Naperville, IL 60563
 Attn: Customer Service

By Fax to: 630.574.1968

By Email to: noticeofcancellation@chamberlain.edu

Are you currently incarcerated? Yes No

(if Yes)

1. Are you incarcerated in a Federal or State penal institution? Yes No

2. Are you incarcerated in a juvenile justice facility? Yes No

Date

Completing and submitting this form provides consent without obligation for Chamberlain College of Nursing to call, text, and/or email you about your education by our automated means or prerecorded messages at the number and/or email address you provide.

Session Start Date _____, _____, _____
 Month Day Year

Name in full — PLEASE PRINT

Address _____ City, State, Zip _____

Email address _____ Telephone number _____

Applicant (Buyer) Signature _____ Date _____

This Agreement accepted by Chamberlain College of Nursing LLC.

Chamberlain Advisor Signature



Refunds and Withdrawals

The application fee is refundable if the agreement is cancelled in writing prior to midnight of the tenth business day after the date of transaction as provided in the Buyer's Right to Cancel section, or as otherwise required by state law.

To withdraw from Chamberlain after attending classes, a student must notify the designated official according to the policy outlined in the student handbook. Withdrawal is complete when the designated official has been notified or on the date Chamberlain determines a student is no longer enrolled, whichever is earlier. Students who withdraw are responsible for outstanding financial obligations. In addition, those receiving federal student loans must complete an exit interview. Students must make schedule changes by the first day of class for course adds and by the end of week one for course drops to receive a tuition adjustment. Course additions are subject to academic approval. Tuition refunds are issued on a prorated basis to students who withdraw from a course.

At time of withdrawal, student agrees to pay Chamberlain College of Nursing any outstanding balances less than \$100.00 in full; or in four consecutive monthly installments if the balance is \$100.00 or more, including all finance charges at a 12% annual fixed interest rate, in substantially equal amounts sufficient to pay the principal balance in full. Chamberlain will send a monthly notice of the amount due and remaining balance. Chamberlain will provide students with a disclosure statement setting forth the material terms prior to a student's first payment becoming due. Failure to fulfill all financial obligations may result in a student's account being reported to the credit bureaus and denial of student's subsequent registration, access to grades, diplomas or transcripts.

Only dropped courses are eligible for a 100 percent reversal of tuition and fees, including the course resource and eBook fee.

Refunds are based on the week of withdrawal and are calculated using the Chamberlain refund policy and any applicable state refund policy. The refund most favorable to the student is issued. Refund policies for both undergraduate and graduate students will be applied to the tuition charged for the withdrawn course. Refunds are calculated according to the last documented date of attendance and are issued within 30 days of the withdrawal notification date or the date Chamberlain determines a student is no longer enrolled, whichever is earlier. If the student has received federal student financial aid funds, the student is entitled to a refund of monies not paid from federal student financial aid program funds. Examples of refund calculations are available from the Student Finance Office.

At minimum, refunds are calculated as follows:

Withdrawal During	% Refund of Tuition Less Administrative Fee* Session
First day of scheduled classes	100%
Balance of week 1	90%
Week 2	75%
Week 3	25%
Week 4	25%
Week 5-8	0%

*The administrative fee will be \$50 per course.

General Information

Course sequences may vary and Chamberlain reserves the right to revise, add or delete courses, alter the total number of class hours, suspend, cancel or postpone a class for reasons including, but not limited to, the following: natural occurrences or other circumstances beyond Chamberlain's control, holidays, special institutional activity days, and registration days. If it becomes necessary for any reason to interrupt regular class schedules or starting dates, Chamberlain may, upon reasonable advance notice, suspend or cancel instruction. Chamberlain will advise students as soon as possible of dates for resumption of classes.

Course availability is dependent on student enrollment. Chamberlain reserves the right to cancel a class. If this occurs, applicants will be given a full refund of the application fee and prepaid tuition. In the event that a continuing program or class is cancelled, students will be offered the opportunity to transfer within the Chamberlain system with full credit for all course work completed. If the length of the program must be changed, then tuition for any additional coursework will be charged at the rate prevailing at the time the coursework is taken. Chamberlain is not obligated to provide coursework for students who fail, withdraw from a course, or interrupt their studies.

The term of this Agreement is for only one semester. If a student's enrollment is ongoing after the first semester with no interruptions, no new Agreement need be signed, and the terms of this Agreement (except for tuition and refunds in the case of a tuition increase) are reaffirmed and shall be applicable to the student and Chamberlain upon the student's enrollment for each consecutive subsequent semester and during the term thereof. If studies have been interrupted for six consecutive sessions or more, a new enrollment agreement must be signed. Applicants are required to have a completed Enrollment Agreement on file that matches the academic year in which they actually begin enrollment. Refer to the academic catalog for resumption of study requirements. A second application fee is required of readmits.

Standard business methods are used in the collection of delinquent payments. Students are required to keep Chamberlain informed of their current home and local address. Transcripts will not be issued to students who owe money to the College.

To graduate from the program, a student must satisfactorily complete all program requirements and maintain the required cumulative grade point average outlined in the academic catalog. The cumulative grade point average is calculated on all coursework completed while enrolled at Chamberlain, whether or not it is in the student's current degree program. Chamberlain reserves the right to change the requirements for graduation to keep pace with educational, scientific, technological or similar developments. Changes may be applied to students already enrolled. For those cases, an academic advisor will specify an alternate plan of study which must be completed in lieu of the original requirements.

Students must contact their Advisor prior to making any changes in their program, practicum or specialty track. Program and specialty track approval varies by state. A student's program change or change of physical location or residence could impact eligibility for enrollment in a program, practicum or specialty track. Students are also responsible for notifying Chamberlain College of Nursing of a change in their residence or physical location, and for verifying whether any such change affects the student's eligibility for enrollment in a program, practicum or specialty track.

Students seeking resumption of study after involuntary or voluntary withdrawal need to be aware that curriculum changes may have occurred. A review with an academic advisor will be made to determine if an alternate plan of study is needed to permit those students to complete the graduation requirements.

Except by attached printed addenda to this Agreement, if any, written by Chamberlain and acknowledged by applicant, this Agreement is not subject to oral or written modifications from its printed form. This Agreement supersedes any Chamberlain enrollment agreement you may have previously signed.

Chamberlain admits academically qualified students and does not discriminate on the basis of gender, age, race, color, national origin, religion, sexual orientation, political affiliation or belief, or disability in admissions, employment services, or access to its programs and activities.

It is Chamberlain's policy to comply with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Persons wishing additional information about this policy or assistance to accommodate individual needs should contact the Office of Student Disability Services, adaofficer@chamberlain.edu or 888-556-8226.

See the academic catalog for a complete description of required competencies and functional abilities.

Purchase of Textbooks, Lessons, and Supplies

Students are required to purchase standard textbooks, lessons and supplies. These costs may vary by the student's session and program. Some courses require electronic versions of the textbook (eBook). In these instances, a \$30 electronic book fee is charged. If the eBook is included, hard-copy textbooks are not required for these courses but may be purchased at an additional cost. Effective July 2016, students have the opportunity to decline eBooks for a course through the Chamberlain bookstore at chamberlain.edu/bookstore. This option must be exercised before the end of Week 1 of each session. Eligible students who prefer not to utilize a course's eBook will receive a credit to their student account. Students will be required to obtain all course materials prior to the start of the course.

For additional information regarding which courses have eBooks and the costs associated with them, visit chamberlain.edu/bookstore.

The average estimated per-session textbook expense for full-time students is \$175 for RN-BSN, \$100 for MSN FNP specialty track, \$75 for all other MSN specialty tracks and graduate certificates,

and \$125 for DNP. Effective July 2016, the estimated per-session textbook expense for full-time students is \$125 for RN-BSN, \$50 for MSN (all specialty tracks) and Graduate Certificates, and \$75 for DNP. Textbooks and supplies may be purchased through Chamberlain or from an outside bookstore, but must be those specified by Chamberlain.

In lieu of receiving rent from the operator of its bookstores, Chamberlain receives commissions derived from the gross revenue collected by the bookstore operator from both on-campus and internet sales. These commissions are used to assist with expenses associated with the selection and ordering of textbooks and e-learning materials as well as the operating cost associated with providing campus bookstore space.

Other Costs

A non-refundable student services charge of \$150 per session is applied to all RN to BSN, MSN, and Graduate Certificate students; and \$600 per session is applied to all DNP students. For the MSN degree program's FNP Specialty Track, an APRN resource fee of \$450 per course is charged for the following courses: NR-503, NR-507, NR-508, NR-509, NR-510, NR-511, NR-601, NR-602, NR-603, and NR-661.

Effective July 2016, a non-refundable course resource fee of \$50 per course is applied to all students.

For the MSN degree program's FNP Specialty Track, students are responsible for their travel costs while participating in the immersion weekend as part of NR-509. Typical costs include travel to/from Illinois, lodging and meals for 1-2 nights.

For the MSN degree program, DNP degree program and Graduate Certificate (with practicum) programs, a non-refundable background check and drug screen fee of \$150 is charged. Additional fees may apply depending on State Board of Nursing and clinical facility requirements. See your practicum coordinator for additional information.

See the academic catalog for a complete listing of various additional fees that may apply.

Attendance/Dismissal Policy

Students are expected to attend every meeting of every class in which they are registered. Absenteeism may result in dismissal from Chamberlain or from a specific course. Students who commit a breach of Chamberlain rules or normal standards of good conduct will be referred to the campus president and may be subject to dismissal. Chamberlain reserves the right to dismiss students who fail to comply with the Student Code of Conduct, or maintain satisfactory academic progress. See the student handbook or academic catalog for complete details.

Financial Aid

Chamberlain's interest bearing installment loan program may be made available to students who need assistance in financing their Chamberlain education. If eligible, students will be given documents outlining terms and conditions of the plan. Federally or state funded financial aid programs may also be available to qualified students.

Details on all financial aid programs and payment options are available in the academic catalog.

Chamberlain offers students several payment plan options for paying tuition, book charges and any fees that have posted to their student accounts. Additional information can be obtained from the Student Services Office.

Veterans Information

Students enrolling in eligible programs who qualify for veterans educational benefits should submit the appropriate application for benefits form, along with discharge papers, as far in advance of the scheduled class starting date as possible. Details regarding specific program eligibility and requirements may be obtained from the veterans benefits coordinator at Chamberlain. Refunds for veterans and eligible persons enrolled in programs approved under Section 1775 of the G.I. Law are the same as indicated under Refund Policy.

Career Services

Chamberlain offers a wide range of services to assist students and alumni in preparing for employment and advancing their careers. Advisors can help with assessing career goals, evaluating resumes, increasing marketability, building networking and interviewing techniques plus improving salary negotiation skills. Additional assistance is provided through online development resources and local and national job postings in Chamberlain's CareerCare system. The system is available to students and alumni indefinitely to help them seek employment in fields related to their degree. While employment cannot be guaranteed, career services staff will continue to work with students after graduation. Graduates who intend to utilize Chamberlain's career services must agree to Chamberlain's requirements for an employment search, including specific responsibilities allocated to the graduate. Agreement to utilize Chamberlain services to support an employment search entitles Chamberlain to confirm the graduate's hire date, job title, responsibilities and salary with the employer to ensure accuracy of employment data. Colleagues from Chamberlain or any DeVry institution are not entitled to career services and waive their rights to career search assistance. Employment data is collected and used for accreditation and continuous improvement purposes. For more information visit, chamberlain.edu/careercare.

Publicity Waiver and Release Disclosure

By signing this enrollment agreement, the student grants to Chamberlain College of Nursing LLC, its parent, subsidiary and affiliated companies, agents, licensees and designees (collectively, "Chamberlain College of Nursing LLC"), including their successors and assigns, the absolute, royalty-free, irrevocable, worldwide, right and permission, with respect to any testimonial (written or oral), photographs, film, video or other images, or sound recordings taken by Chamberlain College of Nursing LLC:

- To use, re-use, publish, re-publish, copy, modify, display and create derivative works in whole or in part, individually or in conjunction with other photographs, images, recordings or testimonials in any medium (including without limitation, in print and on the Internet) and for any purpose whatsoever, including, without limitation in advertising, marketing, publications, electronic distribution, and the Internet and for any other commercial purpose; and
- To use the student's name in connection therewith if Chamberlain College of Nursing LLC so chooses; and
- To copyright the same in the name of Chamberlain College of Nursing LLC, or any other name that Chamberlain College of Nursing LLC may choose.

The student understands that there will be no compensation for the permitted use of any testimonial (written or oral), photographs, film, video or other images, or sound recordings taken by Chamberlain College of Nursing LLC or of the student's name. By signing, the student releases and discharges Chamberlain College of Nursing LLC, its successors, assigns and any designee (including any agency, client, broadcaster, periodical or other publication) from any and all claims and demands arising out of or in connection with the use of such photographs, film, video or other images, sound recordings, or testimonial, including but not limited to any claims for defamation, invasion of privacy, right of publicity, emotional distress or any similar right. Furthermore, the student represents and warrants that any testimonial given is original and does not infringe upon copyright or proprietary rights of another person or entity. By signing this enrollment agreement, the student waives any and all rights to such photographs, film, video or other images, sound recordings, or testimonial and assigns all such rights to Chamberlain College of Nursing LLC. **If the student is under the age of 18, the parent or legal guardian's signature indicates that he/she and the student have read, understand, and agree to be bound by the terms of this disclosure.**

Accurate Information Disclosure

Chamberlain College of Nursing publishes accurate information about its programs, policies, services and graduate outcomes. Complete, accurate information is provided on our website, in our catalogs, and in advertisements and other materials published by Chamberlain. You may have received information from other sources that was not sanctioned by Chamberlain. You should only rely on written information provided by Chamberlain during the application and enrollment process to make an enrollment decision.

To report unresolved complaints to the Illinois Board of Higher Education, visit their webpage at <http://complaints.ibhe.org/> or by mail to the Illinois Board of Higher Education, 431 E. Adams, Springfield, IL 62701, 217.782.3442. For comprehensive consumer information, please visit chamberlain.edu/studentconsumerinfo

