



BRITISH AMERICAN UNIVERSITY

Florida, USA

Office of the Registrar
Admission and Records Unit
www.bau-edu.us

Form 020-001

Student Enrollment Agreement

Rev. 03/21

Please choose a British American University Campus by selecting one of the boxes below:

☐ USA ☐ Nigeria ☐ Benin ☐ Sri Lanka ☐ India ☐ Malaysia ☐ Turkey

Student Name:.....

Date of Birth:..... Nationality:.....

Street Address:..... State:.....

City:.....Contact Number:.....SSN:.....

I agree to enroll for (program name) of the British American University.

The beginning date of this session is (MM/DD/YYYY).....and the expected completion date is (MM/DD/YYYY).....The total expected number of program hours/credits is.....

COST FOR PROGRAM:	APPLICATION FEE:	\$.....
	TUITION FEE:	\$.....
	BOOKS/SURPLIES:	\$.....
	MISC. EXPENSES:	\$.....

TUITION PAYMENT

All students must make the first tuition payment and register for lecture by or on the last day of the registration period. Students will not be allowed to enter or continue attending lectures until they have paid 100% of tuition before the end of the registration period unless there has been an **Agreed Payment Plan**.

3-DAY CANCELLATION PERIOD BEFORE STUDENTS START LECTURES

Students may cancel the Enrollment Agreement within 3 days (Saturdays, Sundays, legal holidays or days when the University is closed excluded) of signing the Agreement and obtain a full refund of all monies paid for tuition, as long as the student has not actually attended lectures. However, once the student starts attending lectures, the Agreement is enforced and cannot be voided by the student regardless of when the Agreement was signed. Students who drop out of class during the 3-day period after signing the Agreement or after the 3-day cancellation period are subject to the tuition refund provisions set forth overleave:

REFUND POLICY

1. The entire amount, except the Application and Acceptance fees, paid by the student will be fully refunded if the student chooses not to enroll before the first day of lectures or he or she withdraws during add/drop period.
2. If a student decides to withdraw or drops out after the add/drop period, refund will be made according to the following schedule:

Proportion of total course Taught by Withdrawal Date	Tuition Refund
Taught 25%	50% of course cost
Aster 25% through 50%	25% of course cost
After 50%	No refund

3. If the University closes, cancels or discontinues a course or program, the full amount of tuition and fees will be refunded to all enrolled students.
4. Refund will be determined based on the last attendance date by the students.
5. If a student fails to return to the program by the end of a temporary leave of absence, the refund amount will be determined based on the date of withdrawal or termination, and will be paid within 30 days from the last day of leave of absence.
6. All refund due will be paid within 30 days of the student's last day of attendance.
7. Purchased books and study materials are student's property and they are not refundable unless they are returned before lectures begin.

NOTE: All students MUST submit a written request for their refunds to be processed.

STUDENT ACKNOWLEDGEMENT

I have read and understood the Enrollment Agreement. I understand that this Agreement is legal and binding. I attest that I am at least 18 years of age. I understand that I will pay the tuition and fees amount associated with the program I register for. I have been advised to keep a copy of this Agreement as well as copies of all financial documents.

.....
NAME & SIGNATURE OF STUDENT

.....
DATE

.....
NAME & SIGNATURE OF UNIVERSITY OFFICIAL

.....
DATE

UNIVERSITY STAMP

NOTE: *In order to be binding, this Agreement must be signed by both the student and a University official. The Enrollment Agreement may be extended or modified only with the written consent of both the student and the University.*