

APPLICATION AGREEMENT

Application for Admission and enrollment agreement for the World Trichology Academy's Certified Trichologist course.

Demographic Information

Name (first, last): _____

Home Telephone: _____

Cell Phone: _____

Fax Number (if applicable): _____

Email Address: _____

Mailing Address: _____

What is your primary (native) language? _____

Program Information

Intended program: Certified Trichologist

Clock Hours: 580 (540 coursework, 40 clinical)

Maximum Timeframe for completion: 28 months, at least one chapter per month

Upon successful completion, students will earn a Diploma from the World Trichology Academy demonstrating completion of the program. Following program completion, students will be awarded a Certificate of Trichology Certification from the World Trichology Society, Inc.

The Certified Trichologist course is only offered in English.

Intended language of instruction: _____

(Required if applicant's primary language differs from English).

_____ By providing my initials, I affirm that I have at least a high school graduate proficiency in the language selected above.

Prior Education Information

Applicants are required to demonstrate completion of secondary education (high school or a recognized equivalent such as a GED), through submission of one of the following:

- High school diploma.
- General Equivalency Diploma.
- High school transcripts.
- For homeschool students: A signed and notarized affidavit by the student's parent or legal guardian attesting that the student has completed a home education program.
- International equivalent to any of the above.

Graduation Requirements

To graduate from the Certified Trichologist program and earn a Diploma, students must complete the following:

- Complete each chapter and course, as evidenced by earning at least 75% on each examination
- Attend Clinical Training and earn at least 75% on the final examination
- Pay all outstanding financial obligations

Upon successful completion, students will earn a Diploma from the World Trichology Academy demonstrating completion of the program. Following program completion, students will be awarded a Certificate of Trichology Certification from the World Trichology Society, Inc.

Although the science of trichology is presently unregulated and so certification is not legally required to practice trichology in any state, it is the opinion of the World Trichology Academy that Certification is necessary for someone to effectively perform a trichology consultation, including asking the correct questions, competently analyzing a client's condition, and capably suggesting the correct treatments.

Tuition and Payment Information

Trichology Certification course	
Program Component	Cost
<i>Tuition</i>	<i>\$5,500</i>
Didactic Training (28 chapters x \$150)	\$4,200
Clinical Training and Final Examinations	\$1,300
<i>Program Total</i>	<i>\$5,500</i>

Students are not charged any additional fees. There are no textbook requirements for this program. A list of optional supplementary study materials will be provided however, their purchase is not required for the program. Approximate cost for optional textbooks is \$100. Certified Trichologist students who attend clinical training in person assume the entire cost of their travel, hotel, food, and other travel incidentals.

Payment Terms

Students can pay for the program in chapter installments, or they can pay in full. Students who pay by chapter are required to pay for each chapter in \$150 installments. They are also required to pay a \$500 deposit for Clinical Training at least one month prior to the scheduled Clinical Training start date (non-refundable). Students are required to pay the full amount remaining due for Clinical Training at least 14 days prior to scheduled start date. Students who pay for the entire program during initial enrollment receive an additional two years of membership to the World Trichology Academy after graduation (worth \$420.00).

Payment is made through PayPal, our secure online service. To make payments, please go to: <https://worldtrichologyacademy.org/admissions-information/> and scroll down.

Withdrawal Policy

Students must notify the institution in writing via email (info@worldtrichologyacademy.org) if they intend to withdraw from the course. They may withdraw at any time. Students who cancel their enrollment within three days of signing their enrollment agreement are entitled to a full refund of all monies paid. Students who withdraw after they have begun their enrollment are subject to the refund policy below, based on their date of withdrawal. The date of withdrawal is the date that the student notifies the institution of their intent to withdraw. Refunds are calculated based on the prorated refund table below where Day 1 is the first day a chapter is made available to the student and the date of withdrawal is the number of calendar days after that date.

_____ By providing my initials, I certify that I read and understand the tuition and terms of payment information as well as the withdrawal policy stated above.

Refund Policy

Should a student's enrollment be terminated or cancelled for any reason, all refunds will be made according to the following refund schedule:

1. Cancellation must be made by electronic mail, telephone, or by termination.
2. All monies will be refunded if the school does not accept the applicant or if the student cancels within three (3) business days after signing the enrollment agreement and making initial payment.
3. Cancellation after the third (3rd) Business Day, but before the first class, results in a refund of all monies paid.
4. Cancellation after attendance has begun, but prior to at least 40% completion of the program, will result in a Pro Rata refund computed on the number of clock hours completed to the total program clock hours.
5. Cancellation after completing at least 40% of the program will result in no refund.
6. Termination Date: In calculating the refund due to a student, the last date of attendance* by the student is used in the calculation unless earlier written notice is received.
7. Refunds will be made within 30 days of termination of students' enrollment or receipt of Cancellation Notice from student.

*Last day of attendance or termination (date of withdrawal) is the date that the student notifies the institution of their intent to withdraw or the date the instructor observes that the student is no longer participating in the course.

Employment Disclaimer: World Trichology Academy provides placement services to Florida residents. While placement is not guaranteed, students will be provided assistance by WTA staff to seek local opportunities for local employment and to discuss how to incorporate trichology services into their existing related employment. Students are also provided assistance through the Academy's alumni services and networking opportunities (in partnership with the World Trichology Society), which includes listing on the WTS 'find a Trichologist' website, Membership to the WTS-Connect page, a closed discussion forum with other certified trichologists and students where potential employment enhancement can be sought.

_____ By providing my initials, I certify that I read and understand the refund policy and Employment Disclaimer stated above.

By signing my name below, I attest that I have read and understand the World Trichology Academy's Academic Catalog; that I have read, understand, and agree to adhere to the information contained in this Application Agreement, and that the information I provided is truthful and accurate to the best of my knowledge.

Student Signature

Date

Please email a completed copy to info@worldtrichologyacademy.org.

WTA Representative Signature

Date

A completed copy of this Application Agreement will be provided to the applicant within 14 days of acceptance.