THE PRINCETON REVIEW TAIWAN

COURSE ENROLLMENT AGREEMENT

ARE YOU A RETURNING STUDENT? **YES** **NO**

ENGLISH NAME: *(FIRST)* *(LAST)*	**CONTACT PHONE:**

Course Number(s): 1. _____ 2. _____

No course # — No enrollment. 3. _____ 4. _____

ENROLLMENT AGREEMENT:

1) ***GENERAL:*** I have enrolled at The Princeton Review Taiwan ("TPRT") solely for the purpose of preparing for the above-specified course(s) or subject. I understand that all course materials are the exclusive property of TPRT and may not be copied or used by others. I agree that I will not disclose any information, written or verbal, obtained from TPRT to any third party. TPRT may change course schedules and locations, and, on rare occasions, cancel a course; TPRT will notify me if this occurs. (Tutoring candidates, please also review your agreement supplement.)

2) ***CLASS SIZE:*** Our guaranteed class size never exceeds eighteen (18) students. For this reason, I recognize that I am strongly encouraged to enroll and pay as early as possible to ensure a space in the course.

3) ***COURSE FEES:*** The fee (designated on the schedule for regularly scheduled courses or quoted by the appropriate personnel for tutoring and custom-made courses) covers all classes, workshops, diagnostic tests, extra-help sessions, and materials—everything. Payment in full is due **at least one week** before the first scheduled course day. ONLY FULL PAYMENT CAN GUARANTEE MY SPACE IN CLASS. Payment can be made in cash, by check, by remittance, or by postal account (please see payment information form for more information).

4) ***TRANSFERS***: All transfers require permission from a TPRT Program Director. Transfers can only be made within the same course and location. Students can only transfer enrollment in a course once. The new course dates must be specified at the time of transfer, and must be within six (6) months of the original course start date.

5) ***REFUNDS*:** All refunds require submission of the TPRT Refund Notification Form. The amount of the refund depends on the time the refund notification is submitted to the TPRT office. If the refund notification is submitted

(1) 60 days before the course start date, 5% of the net course tuition or maximum of NT$1,000 will be charged;
(2) Between 59 days and 8 days before course starts, 90% of the net course tuition will be refunded;
(3) Between 7 days and the day the course starts, 80% of the net course tuition will be refunded;
(4) From the second day or before next class, 70% of the net course tuition will be refunded;
(5) Before 1/3 of the course is completed, 50% of the net course tuition will be refunded;
(6) After 1/3 of the course is taken, no refund is given.

I will send the Refund Notification Form to the Finance Manager, Amy lee, who will contact me within three (3) days of form submission. If I haven't received notification within three (3) days, I will e-mail *amy@princetonreview.com.tw.*

6) ***GUARANTEE (Strategy course only)*:** If I complete the homework assignments on time; attend all classes, tests, and workshop sessions; and participate in class, my satisfaction is guaranteed. I can receive additional instruction at no additional cost within one (1) year after completing the TPRT course. Guarantee applies after official test has been taken.

I understand, accept, and agree to all of the above.

STUDENT'S SIGNATURE _____ DATE _____

PARENT'S SIGNATURE _____ DATE _____

*(**Students under 18 years of age** must have a parent or guardian's signature)*

FOR INTERNAL USE ONLY:

TPRT Staff's Name: _____ Registration/Payment Date: _____/_____/_____

Payment: NT$_____ Via: *CASH* *REMITTANCE* *CHECK* *POSTAL ACCOUNT*

Please mail or fax to:

THE PRINCETON REVIEW TAIWAN
2F, 169 Chung Hsiao East Road, Section 4, Taipei, Taiwan 10690
Tel: (02) 2751-1293 · Fax: (02) 2776-3201 · *www.PrincetonReview.com.tw*

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