

NanoMEMS Research , LLC

4000 Barranca Pkwy, Suite 250, Irvine, CA 92604 USA

E-mail: info@nanomems-research.com

Telephone: (310)259-0767

Enrollment Agreement

Course Title: Hands-On RF MEMS Design

Dates of Course: Tuesday-Thursday, 20, 21, 22 July, 2010

Full Course (All three sessions) Fee: \$US1495

Per Day Fee:

_____Session 1 (July 20): \$US495 _____Session 2 (July 21): \$US495 _____Session 3 (July 22): \$US495

Course Location: 4000 Barranca Parkway, Irvine, CA 92604

How to Enroll:

1. Please, read **Terms and Conditions** on page #2.
2. Please, fill out the information below.

I, Print Name: _____ Affiliation: _____

Mailing Address: _____

Phone: _____ Fax: _____

E-mail _____

wish to enroll for the course: _____

to be held on (date(s)): _____

Student Signature: _____ Date: _____

3. Payment Options: The only acceptable forms of payment for individuals are check, money order, credit card or bank-to-bank electronic fund transfer (with bank charges paid by student). Companies may e-mail a **Purchase Order** (PO).

4. Payment Instructions (Choose one method of payment):

_____ **Payment by check or money order:** Make your check or money order (US \$ ONLY on a US Bank or Traveler's Check) payable to: **NanoMEMS Research, LLC**. Mail this form and the check or money order to: **NanoMEMS Research, LLC, P.O. Box 18614, Irvine, CA 92623-8614**.

_____ **Payment by bank-to-bank electronic fund transfer:** E-mail this form to info@nanomems-research.com and we will provide you with our bank information needed for the electronic fund transfer.

_____ **Payment by credit card:** Please, fill out credit card info on page 3, below, and E-mail this form to [info@nanomems-research.com/](mailto:info@nanomems-research.com)

5. Institution Representative Signature: _____ **Date:** _____

NOTE: This form is legally binding when signed by student and accepted by institution.

This institution **does not participate** in the Student Tuition Recovery Fund program.

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Terms and Conditions:

I. FULL COURSE REGISTRATION (All three sessions)

1. **Delay in Operative Date of Student Contract Pending Visit:** Any written contract or agreement signed by a prospective student shall not become operative until the student attends the first class or session of instruction.
2. **Cancellation/Tuition Refund Policy:** If notice of cancellation is made **prior to or on the first day of instruction**, the institution shall refund 100 percent of the amount paid for institutional charges, less \$100. **Any notification of withdrawal or cancellation and any request for a refund is required to be made in writing.**
3. **Tuition Refund Policy; Example of the application of policy:**
 - a. **Example.** A course has been scheduled for September 15 beginning at 9AM, the enrollment agreement has been signed by both the student and the institution representative, and a payment of \$1495 has been received by the institution. Then, if a notice of withdrawal, or cancellation, or a request for refund is made by the student in writing and received by the institution prior to September 15, or on September 15 before instruction begins, then the institution will refund \$1395 to the student no later than October 15.
4. **Tuition Refund Policy; Time for Payment:** Payment of refunds is to be made within 30 days of determination of student withdrawal.
5. **Current Schedule of Student Charges, Purpose for Charges:**
 - a. **The Schedule of Student Charges:**
 - i. Registration Fee (Nonrefundable): \$100
 - ii. Tuition Fee (Refundable): \$1395
 - iii. TOTAL Fee: \$1495
 - b. **Purpose for Charges**
 - i. Registration Fee-Administrative Expenses
 - ii. Tuition Fee-Charge for Instruction
6. This institution reserves the right to cancel a course up to two weeks before the start of the course and its liability is limited to a full refund of the Total Fee.

II. PER DAY COURSE REGISTRATION

1. **Delay in Operative Date of Student Contract Pending Visit:** Any written contract or agreement signed by a prospective student shall not become operative until the student attends the first class or session of instruction.
2. **Cancellation/Tuition Refund Policy:** If notice of cancellation is made **prior to or on the first day of instruction**, the institution shall refund 100 percent of the amount paid for institutional charges, less \$85. **Any notification of withdrawal or cancellation and any request for a refund is required to be made in writing.**
3. **Tuition Refund Policy; Example of the application of policy:**
 - a. **Example.** A course has been scheduled for September 15 beginning at 9AM, the enrollment agreement has been signed by both the student and the institution representative, and a payment of \$495 has been received by the institution. Then, if a notice of withdrawal, or cancellation, or a request for refund is made by the student in writing and received by the institution prior to September 15, or on September 15 before instruction begins, then the institution will refund \$410 to the student no later than October 15.
4. **Tuition Refund Policy; Time for Payment:** Payment of refunds is to be made within 30 days of determination of student withdrawal.
5. **Current Schedule of Student Charges, Purpose for Charges:**
 - a. **The Schedule of Student Charges:**
 - i. Registration Fee (Nonrefundable): \$85
 - ii. Tuition Fee (Refundable): \$410

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- iii. TOTAL Fee: \$495
- b. Purpose for Charges**
 - i. Registration Fee-Administrative Expenses
 - ii. Tuition Fee-Charge for Instruction
- 6. This institution reserves the right to cancel a course up to two weeks before the start of the course and its liability is limited to a full refund of the Total Fee.

CREDIT CARD PAYMENT INFORMATION

Card Type: _____VISA _____MASTER CARD _____AMERICAN EXPRESS

Name on Card:_____

Card Number:_____

Expiration Date:_____/_____

CVV Code:_____

What is a CVV Code?

CVV CODE

For your safety and security, our card processing server requires that you enter your card verification number. The verification number is a 3 or 4 digit number printed on your card.

If you are using a Visa, Mastercard, or Discover card, it is a 3 digit number that appears to the right of your card number (see below).



If you are using an American Express card, the verification number is a 4 digit number that appears on the front of your card, above and either on the left or right of the card number (see below).



If your card does not have a verification number, try another card.