THE WILTON SWEET STUDIO
535 E. DIEHL ROAD, SUITE 400
NAPERVILLE, ILLINOIS 60563
Phone: (800) 794-5866 Email: **customerservice_crm@wilton.com**

ENROLLMENT AGREEMENT
TERMS

THIS ENROLLMENT AGREEMENT (the "**Agreement**") is between Wilton Industries, Inc., which operates The Wilton Sweet Studio ("**School**") and the student identified below ("**Student**"). This Agreement consists of the terms below and the attached registration confirmation.

STUDENT INFORMATION

STUDENT NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE NUMBERS: H)_____ C) _____ W) _____

E-MAIL ADDRESS: _____

SOCIAL SECURITY # (LAST 4 DIGITS): _____ STUDENT ID #: _____

EMERGENCY CONTACT: _____

RELATIONSHIP: _____ TELEPHONE #: _____

CONSUMER INFORMATION

Reporting Period: **July 1, 2024 - June 30, 2025**

0 students were admitted as of July 1, 2023. An additional 0 students were admitted during the next twelve months (0 new starts, 0 re-enrollments, and 0 transfers).

A total of 0 students were admitted during the reporting period. Of those who enrolled during the reporting period, 0 transferred, 0 completed the course, 0 withdrew, and 0 are still enrolled.

Enrollment Data for Classes 9 Hours and Longer:

Masters Module - 0 students were admitted as of July 1, 2024. An additional 61 students were admitted during the next twelve months (0 new starts, 0 re-enrollments, and 0 transfers). A total of 61 students were admitted during the reporting period. Of those who enrolled during the reporting period, 0 transferred, 61 completed the course, 0 withdrew, and 0 are still enrolled.

The School does not offer placement services, collect placement information, or track students after they have completed courses. The School does not have information regarding numbers of students who obtained employment, placed in their field of study, placed in a related field, placed out of their field, are not available for placement, or are not employed.

The School does not have information regarding an average starting salary for students who completed their course.

The School courses are not covered by State licensing examinations or professional certification examinations.

1. REGISTRATION FEES AND TUITION

(A) Student's registration fees and tuition are set out in the attached registration confirmation. Tuition includes coursebooks, materials, and supplies required to complete a course; The School will make these available for use by Student.

(B) Student must pay registration fees and tuition in full at the time of registration, at least three weeks before the first day of the course. Payment may be in cash, or by major credit or debit card (e.g., Visa, Master Card, American Express, or Discover).

(C) The School does not provide financial aid.

2. CANCELLATION AND REFUNDS

(A) Cancellation by Student. Student may cancel this Agreement at any time by notifying the School Coordinator in writing by mail, fax, or email (as noted above).

(B) Cancellation by the School. The School reserves the right to cancel this Agreement on notice to Student. The School will notify Student that a course is being cancelled for lack of enrollment at least one week before the course was scheduled to begin.

(C) Refunds.

(1) Cancellation by Student. Provided that Student cancelled in writing (as outlined above), at least one business day before the first day of the course, the School will refund tuition in full. If Student cancelled in writing at any other time, the School will refund tuition on a prorated basis for the number of classes that have already been conducted by dividing the tuition by the total number of class days and refunding tuition for remaining class days. Registration fees will not be refunded or transferred to another student, course, or session.

(2) Cancellation by the School. Except in the case where a student is expelled (as outlined below), if the School cancels this Agreement before the first day of the course, the School will refund registration fees and tuition in full. If the School cancels at any other time, the School will refund tuition only on the same prorated basis described above. The School will not be responsible for any other expenses Student incurs in connection with a cancelled course.

(3) Refunds will be issued within 30 days from the date of cancellation. Student may apply the amount of the refund to a different course that begins within the next 90 days, subject to availability. Refunds for cash payments will be made by check; refunds for credit and debit card payments will be made to the card used for payment.

3. ATTENDANCE AND MISSED CLASSES

The School does not offer make-up classes. However, Student may be able to attend another regularly-scheduled session of the same course, subject to availability and the prior approval of the School, and payment of an additional registration fee.

4. STANDARDS OF CONDUCT

(A) The School reserves the right to expel any student, without any obligation to refund tuition or fees, for disrupting class, or impeding other students' work.

(B) A student is graded on a pass/fail basis based on course attendance. A student will be awarded a diploma upon completion of each course of 9 hours or longer.

(C) The School does not offer academic credit for any course.

5. GRIEVANCES

The School will attempt to address any complaints that Student may have. Please contact the School Director by telephone, email, or mail (as noted above).

COMPLAINTS AGAINST THIS SCHOOL MAY BE REGISTERED WITH THE ILLINOIS BOARD OF HIGHER EDUCATION. Student complaints must be submitted in writing to the Board. Information about the complaint may be submitted online through the IBHE website at http://complaints.ibhe.org/. Additional information regarding the complaint process can be obtained by contacting the Board at:

Illinois Board of Higher Education
Division of Private Business and Vocational Schools
1 N. Old State Capitol Plaza, Suite 333
Springfield IL 62701

Phone Number: (217) 782-2551
Fax Number: (217) 782-8548

6. NOTICE TO STUDENT

(A) Do not sign this Agreement before you have read it or if it contains any blank spaces.

(B) This Agreement is a legally binding instrument and is only binding when the Agreement is accepted, signed, and dated by the authorized official of the School or the admissions officer at the School's principal place of business. Read all pages of this contract before signing.

(C) You are entitled to an exact copy of the Agreement and any disclosure pages you sign.

(D) This Agreement and the School catalog constitute the entire agreement between the Student and the School.

(E) Any changes in this Agreement must be made in writing and shall not be binding on either the Student or the School unless such changes have been approved in writing by the authorized official of the School and by the Student or the Student's parent or guardian. All terms and conditions of the Agreement are not subject to amendment or modification by oral agreement.

(F) The School does not guarantee the transferability of credits to another school, college, or university. Credits or coursework are not likely to transfer; any decision on the comparability, appropriateness and applicability of credit and whether credit should be accepted is the decision of the receiving institution.

7. STUDENT'S RIGHT TO CANCEL

Student has the right to cancel this Agreement until 12:00 p.m., Central Time (North America), of the last business day before the first day of the course after the Student has been admitted. If the right to cancel is not given to any prospective student at the time the Agreement is signed, then the student has the right to cancel the Agreement at any time and receive a refund on all monies paid to date within 30 days of cancellation. Cancellation should be submitted to the authorized official of the School in writing.

8. STUDENT ACKNOWLEDGMENTS

(A) I hereby acknowledge receipt of the School's catalog, which contains information describing programs offered, and equipment or supplies provided. The School catalog is included as part of this Enrollment Agreement and I acknowledge that I have received a copy of this catalog.
Student Initials _____

(B) I have carefully read and received an exact copy of this Enrollment Agreement.
Student Initials _____

(C) I understand that the School may terminate my enrollment if I fail to comply with attendance, academic, and financial requirements or if I fail to abide by established standards of conduct, as outlined in the School catalog. While enrolled in the School, I understand that I must maintain satisfactory academic progress as described in the School catalog and that my financial obligation to the School must be paid in full before a certificate or credential may be awarded.
Student Initials _____

(D) I hereby acknowledge that the School has made available to me all required disclosure information listed under the Consumer Information section of this Enrollment Agreement.
Student Initials _____

(E) I understand that the School does not guarantee transferability of credit and that in most cases, credits or coursework are not likely to transfer to another institution. In cases where

transferability is guaranteed, the School must provide me copies of transfer agreements that name the exact institution(s) and include agreement details and limitations.
Student Initials _____

(F) I understand that the School does not guarantee job placement to graduates upon program completion.
Student Initials _____

(G) I understand that complaints, which cannot be resolved by direct negotiation with the School in accordance to its written grievance policy, may be filed with the Illinois Board of Higher Education Division of Private Business & Vocational Schools, 1 N. Old State Capitol Plaza, Suite 333, Springfield, IL 62701-1377, Tel (217) 782-2551, Fax (212) 782-8548 or at www.ibhe.org.
Student Initials _____

9. ADDITIONAL DISCLOSURES

(A) The School is approved by the "Division of Private Business and Vocational Schools of the Illinois Board of Higher Education".

(B) The School is not accredited by the U.S. Department of Education.

The Student acknowledges receiving a copy of this completed Agreement, the School catalog, and written confirmation of acceptance prior to signing this contract. The Student by signing this contract acknowledges that he/she has read this contract, understands the terms and conditions, and agrees to the conditions outlined in this contract. It is further understood that this Agreement supersedes all prior or contemporaneous verbal or written agreements and may not be modified without the written agreement of the Student and the School Official. The Student and the School will retain a copy of this Agreement.

SIGNATURE PAGE FOLLOWS

Accepted and Agreed:

By: _____ _____
Student's Signature Date:

Wilton Industries, Inc.

By: _____ _____
Program Director's Signature Date:

THE WILTON SWEET STUDIO

ENROLLMENT AGREEMENT
REGISTRATION CONFIRMATION

Date of Admission:	
Course Name:	
Course Description:	
Course Objectives:	
Course Status: (Full-Time/Part-Time)	
Course Schedule: (Day or Evening)	
Time: (Start & End Time)	
No. of Sessions and Total Hours:	
Prerequisites:	
Tuition:	