

THE WILTON SWEET STUDIO

535 East Diehl Road, Suite 400, Naperville, Illinois 60563

Phone: (800) 794-5866

Fax: (630) 985-6706

Email customerservice_crm@wilton.com

Only the courses that are designated as Master Classes are approved by the Illinois Board of Higher Education (“IBHE”). For Wilton Sweet Studio Master Class IBHE terms and conditions, please visit wilton.com/ibhe-terms-conditions.

**ENROLLMENT AGREEMENT
TERMS**

THIS ENROLLMENT AGREEMENT (the “**Agreement**”) is between Wilton Industries, Inc., which operates The Wilton Sweet Studio formerly known as the Wilton School of Cake Decorating and Confectionary Design (“**Studio**”) 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: _____

EMERGENCY CONTACT: _____

RELATIONSHIP: _____ TELEPHONE #: _____

CONSUMER INFORMATION

Reporting Period: **July 1, 2022 - June 30, 2023**

2 students were admitted as of July 1, 2022. An additional 201 students were admitted during the next twelve months (201 new starts, 0 re-enrollments, and 0 transfers).

A total of 203 students were admitted during the reporting period. Of those who enrolled during the reporting period, 0 transferred, 177 completed the course, 26 withdrew, and 0 are still enrolled.

Enrollment Data for Classes 9 Hours and Longer:

Master Modules - 0 students were admitted as of July 1, 2022. An additional **169** students were admitted during the next twelve months (**169** new starts, 0 re-enrollments, and 0 transfers). A total of **219** students were admitted during the reporting period. Of those who enrolled during the reporting period, 0 transferred, **213** completed the course, **5** withdrew, and **1** are still enrolled.

Baking Module - 1 students were admitted as of July 1, 2022. An additional **3** students were admitted during the next twelve months (**4** new starts, 0 re-enrollments, and 0 transfers). A total of **4** students were admitted during the reporting period. Of those who enrolled during the reporting period, 0 transferred, **3** completed the course, **1** withdrew, and **0** are still enrolled.

Advanced Cake Decorating Module - 0 students were admitted as of July 1, 2022. 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.

General Decorating Module - 0 students were admitted as of July 1, 2022. An additional **33** students were admitted during the next twelve months (**33** new starts, 0 re-enrollments, and 0 transfers). A total of **33** students were admitted during the reporting period. Of those who enrolled during the reporting period, 0 transferred, **31** completed the course, **2** withdrew, and **0** are still enrolled.

The Studio does not offer placement services, collect placement information, or track students after they have completed courses. The Studio 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 Studio does not have information regarding an average starting salary for students who completed their course.

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

1. REGISTRATION FEES AND TUITION

- (A) Student's fees are set out in the Master's course listing on Wilton.com and in the available catalog PDF. Fee includes coursebooks, materials, and supplies required to complete a course; The Studio will make these available for use by Student.
- (B) Student must pay fees in full at the time of registration. Payment may be by major credit or debit card (e.g., Visa, Master Card, American Express, or Discover). Payment by cash or check (personal or business) will not be accepted.

- (C) The Studio does not provide financial aid.

2. CANCELLATION AND REFUNDS

Cancellation by Student.

Student may cancel this Agreement notifying the Wilton customer care team in writing via email at customerservice_crm@wilton.com no fewer than 14 days before the start of the first day of class.

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

(A) Refunds.

(1) Cancellation by Student. Provided that Student cancelled in writing (as outlined above), at least 14 days before the first day of the course, the Studio will refund the course fee in full. If Student cancelled in writing after courses have begun, 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. A Student experiencing financial hardship may cancel this Agreement at any time, in writing by mail, fax or email (as described above), provided that Student has submitted evidence of a hardship to the Studio as part of the cancellation request. Students who have demonstrated a verifiable financial hardship will receive a full or prorated refund, depending on the timing of the request.

(2) Cancellation by the Studio. Except in the case where a student is expelled (as outlined below), if the Studio cancels this Agreement before the first day of the course, the Studio will refund fees in full. If the Studio cancels at any other time, the Studio will refund tuition only on the same prorated basis described above. The Studio 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. Refunds will be made to the card used for payment.

3. ATTENDANCE AND MISSED CLASSES

The Studio 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 Studio.

4. STANDARDS OF CONDUCT

- (A) The Studio reserves the right to expel any student, without any obligation to refund fees, for disrupting class, or impeding other students' work.
- (B) A student will be awarded a certificate of completion upon completion of each course of 9 hours or longer.
- (C) The Studio does not offer academic credit for any course.

5. GRIEVANCES

The Studio will attempt to address any complaints that Student may have. Please contact the Studio Coordinator at WiltonSweetStudio@wilton.com.

COMPLAINTS AGAINST THIS STUDIO 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 Studio or the admissions officer at the Studio'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 Studio catalog constitute the entire agreement between the Student and the Studio.
- (E) Any changes in this Agreement must be made in writing and shall not be binding on either the Student or the Studio unless such changes have been approved in writing by the authorized official of the Studio 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 Studio 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 Student may cancel this Agreement notifying the Wilton customer care team in writing via email at customerservice_crm@wilton.com no fewer than 14 days before the start of the first day of class. 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 Wilton Customer Care team in writing, and sent to customerservice_crm@wilton.com

8. STUDENT ACKNOWLEDGMENTS

- (A) I hereby acknowledge receipt of the Studio's catalog, which contains information describing programs offered, and equipment or supplies provided. The Studio 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 Studio 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 Studio catalog. While enrolled in the Studio, I understand that I must maintain satisfactory academic progress as described in the Studio catalog and that my financial obligation to the Studio must be paid in full before a certificate or credential may be awarded.
Student Initials _____
- (D) I hereby acknowledge that the Studio 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 Studio 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 Studio 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 Studio 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 Studio 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 Studio is not accredited by the U.S. Department of Education.

The Student acknowledges receiving a copy of this completed Agreement, access to 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: _____ Date: _____
 Student’s Signature

Wilton Industries, Inc.

By: _____
Program Director's Signature

_____ Date:

