



## PERCOM/Kilgore College Paramedic Consortium



### PERCOMOnline/Kilgore College Consortium Payment Plan Application

Please select a course by checking a box on the payment plan table. Payments listed in the table below include the finance plan fee for the appropriate level of course. (EMT = \$50 Advanced courses = \$100)

Please complete the form in its entirety and attach it to an email to [finance@percomonline.com](mailto:finance@percomonline.com) or you may fax it to (866) 941-5643

|    |  |           |  |
|----|--|-----------|--|
| A1 | EMT-B  | \$1186.80 | \$412.80 down, \$258 a month/3months     |
| B1 | AEMT (Intermediate)  | \$2167.20 | \$567.60 down, \$266.60 a month/6months  |
| C1 | EMT-P (Currently certified and pre-qualified Intermediate) | \$2683.20 | \$567.60 down, \$264.45 a month/8months  |
| D1 | AEMT(Intermediate) and EMT-P                               | \$4747.20 | \$567.60 down, \$254.78 a month/16months |
| E1 | EMT-B through EMT-P (A to Z Program)                       | \$5882.40 | \$567.60 down, \$265.74 a month/20months |

I, \_\_\_\_\_ (printed name) have requested a payment plan for remittance of my course tuition for the selected course above. I understand that the initial payment and submission of all required forms and documents must be received by PERCOM before I receive access to the course material. I also understand that my other payments are due every 30 days after the Down Payment and that My Course access will be canceled and I will be subjected to the reinstatement fees if the payments are not made by the payment deadlines



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Students may be reinstated after Lockout by paying the full remaining tuition payment plus a Reinstatement Fee.

By signing this form I am acknowledging that I understand the above payment plan and fully accept the consequences of non-payment within the time frames listed. I also understand that if my Log In capabilities are cancelled due to non-payment by the deadlines established above that I may be allowed course re-instatement **within the time frame of my original course length** and only after I submit the Total Outstanding Tuition and associated fees AND the applicable reinstatement fee (\$100 for ECA/EMR or EMT-Basic or \$150 for EMT-Intermediate and Paramedic).

In addition, students will not be allowed to graduate, be given a Course Completion Certificate or be marked clear for NREMT testing unless the plan has been paid in full.

By signing this form I agree to allow PERCOM to charge the credit card that I have on file the appropriate monthly payment due each month.

I agree to the terms and conditions stated above.

I have been provided a copy of the refund policy. (See Below)

My electronic signature on this document represents a binding agreement to all portions of this agreement.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Print Name Legibly)

\_\_\_\_\_  
(Email)

\_\_\_\_\_  
Phone Number

VISA and MasterCard only.

Credit Card Type \_\_\_\_\_ Credit Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_ CCV code from the back of the Card. \_\_\_\_\_



## Refund Policy

### Definitions:

- Beginning course date: 0001 hours on the date the course is scheduled to begin.
- Course fees: Fees paid to Professional Education and Resources Company (PERCOM), consist of the following components:
- tuition fee which also covers the following:
  - written materials
  - mailing for initial course packet and course completion packet
  - access to PERCOM's webpage and to course materials online

### Policy:

**PERCOM will expend funds for written materials for each student within the seven (7) day period prior to the beginning course date. These expenditures are not refundable to PERCOM and will not be refunded to the student. Therefore, no refunds for these items will be made unless a written request for refund, sent by United States Postal Service, UPS, or FedEx, an email request, a faxed written request, or a verbal request by telephone conversation with the Program Director, is received by PERCOM at the addresses and numbers hereinafter listed, no later than 168 hours prior to 0001 hours on the date the traditional course is scheduled to begin.**

Online courses are set for students to be able to begin coursework as soon as written registration materials are received by PERCOM by mail or fax. These materials are mailed to the student immediately following registration. However, the start date for the course will be considered to be seven (7) days (168 hours) from the time of student online registration unless completed materials are received by PERCOM before 168 hours, in which situation the course date will start immediately thereby reducing the potential refund time frame accordingly.



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Refunds during this time period will have the written materials fees deducted as totally non-refundable if they have been prepared for mailing to the student.

Refunds for tuition will be made as follows:

- 100% of tuition if request received by PERCOM not later than the 31st day prior to the beginning course date.
- 75% of tuition if request is received by PERCOM after the 31st day prior to the beginning course date, but not later than 168 hours prior to the beginning course date (notwithstanding exceptions for online courses as listed above).
- 50% of tuition if request is received by PERCOM within 48 hours after the beginning course date.
- 0% refund after 48 hours after the beginning course date.
- Online classes are not subject to refund except in exceptional circumstances where the student is unable to access course materials due to unavailability of computer compatibility requirements. In case of computer incompatibility problems, student must notify PERCOM and afford PERCOM a reasonable opportunity to correct such problems prior to being potentially eligible for refund.
- Notwithstanding any other provision to the contrary,
  - For students who are eligible for tuition payments and other benefits under the GI Bill for training,
  - Students who have completed the equivalent of 8 hours of training or one-half of the course whichever is less, and
  - Are dissatisfied with the course; and
  - Who request a refund in writing, providing a reasonable basis for their dissatisfaction, no later than the 14<sup>th</sup> day after the date the course is concluded; OR
  - For a course in which the instructor or instructors' qualifications are different from the instructor or the instructors' qualifications stated in any advertising, publicity, or solicitation for the course, notifies the school before the course begins that they elect not to attend and request a refund, a refund will be provided.

Refunds course written materials fees:

- Once the materials have been printed for the online student and prepared for mailing, there will be no refund.
- Once the materials have been distributed to the traditional student for completion for registration, there will be no refund.



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Requests for refunds received after the foregoing dates and times, subject to the aforesaid rules, will be considered by PERCOM on their individual merits, and may or may not be granted. PERCOM will have the sole and exclusive right to determine whether any refunds shall be made except as stated above. PERCOM will consider refund requests based upon hardship or unusual circumstances at any time, and PERCOM reserves the exclusive and sole right to consider, grant, or deny requests for refunds based upon hardship or unusual circumstances; however, this provision shall never require that PERCOM grant any refund request except as provided above. Refund requests based upon hardship or unusual circumstances will be considered by PERCOM on an individual basis, and nothing herein contained shall require that PERCOM grant any part of any refund request based upon hardship or unusual circumstances. No grant of refund or other dispensation to any student shall act as a precedent or requirement that PERCOM act in any similar or like manner upon any other student's request; PERCOM shall not be bound by any action taken with regard to any student's refund request, and each refund request will be considered as a separate and unique item, and PERCOM shall not be bound in any way to act by any prior actions or determinations that might have been made or done.

Refund request based upon grievance or dissatisfaction with course:

PERCOM will consider any and all refund requests based upon grievance or dissatisfaction with the course. PERCOM has the sole and exclusive right to determine whether or not to grant, deny, grant in part, or deny in part, such requests. PERCOM shall have the right to refer such requests to 3rd parties for arbitration if, in its sole and exclusive determination, such a referral would be fair and advantageous to determine the facts and issues involved with the student's grievance and dissatisfaction with the course; however, PERCOM shall never have any obligation to refund any portion of fees or tuition paid by any student who shall have failed to follow substantially the course requirements as set forth in the course syllabus. PERCOM shall have the sole, exclusive, and final right to determine whether or not a student has substantially followed course requirements.



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