

Refunds and Cancellations

Cancellation within 72 hours of signed enrollment

A student shall be allowed a full refund of all monies paid if ADAA is notified within 72 hours of the enrollment agreement signed. (Midnight of the third day, excluding Saturdays, Sundays, and legal holidays). Student must contact the admissions office at 844-727-3755 and speak directly to the financial department. The day they speak to the financial representative is the date of the withdraw, an exit interview is performed, and a refund is performed.

Cancellation after Three-Business Days Cancellation Period, but before Commencement of the Course

Tuition or fees collected in advance of entrance and if the student does not begin classes, not more than \$100 shall be retained by the institution. Refunds for a student who does not begin classes shall be made within 30 days of the notice of cancellation.

Refunds for Students Who Withdraw After Instruction Begins

The official date of termination or withdrawal of a student shall be determined in the following manner:

- 1) The date on which the student is terminated for a violation of a published school policy which provides for termination.
- 2) The official date of withdrawal of a student shall be determined by the date the student contacts the institution and completes the Withdraw Request Form.

Example of \$2,959 Refund Table

(\$2,444.00 Tuition + \$355.00 Book Fee + \$60 BLS class + \$100 Registration Fee = \$2,959.00)

Weeks Enrolled	% Refund	Amount Institution Retains – Amount Student owes if not paid in full	Refund (if paid in full minus \$100 registration)	Amount of Refund (if not paid in full) *Amt pd minus amt retained
1	90%	\$244.40+\$100+\$355+\$60=\$759.00	\$2199.60	Amt Pd minus \$759.00
2	80%	\$488.80+\$100+\$355+\$60=\$1003.80	\$1955.20	Amt Pd minus \$1003.80
3	70%	\$733.20+\$100+\$355+\$60=\$1248.20	\$1710.80	Amt Pd minus \$1248.20
4	60%	\$977.60+\$100+\$355+\$60=\$1492.60	\$1466.40	Amt Pd minus \$1492.60
5	50%	\$1222.00+\$100+\$355+\$60=\$1737.00	\$1222.00	Amt pd minus \$1737.00
6	40%	\$1466.40+\$100+\$355+\$60=\$1981.40	\$977.60	Amt Pd minus \$1981.40
Over 6	0%	\$2959.00	\$0	\$0

Example of \$3,159 Refund Table

(\$2,644.00 Tuition + \$355.00 Book Fee + \$60 BLS class + \$100 Registration Fee = \$3,159.00)

Weeks Enrolled	% Refund	Amount Institution Retains – Amount Student owes if not paid in full	Refund (if paid in full)	Amount of Refund (if not paid in full) *Amt pd minus amt retained
----------------	----------	--	--------------------------	---

1	90%	$\$264.40 + \$100 + \$355 + \$60 = \$779.40$	\$2379.60	Amt Pd minus \$779.40
2	80%	$\$528.80 + \$100 + \$355 + \$60 = \$1043.80$	\$2115.20	Amt Pd minus \$1043.80
3	70%	$\$793.20 + \$100 + \$355 + \$60 = \$1308.20$	\$1850.80	Amt Pd minus \$1308.20
4	60%	$\$1057.60 + \$100 + \$355 + \$60 = \$1572.60$	\$1586.40	Amt Pd minus \$1572.60
5	50%	$\$1322.00 + \$100 + \$355 + \$60 = \$1837.00$	\$1322.00	Amt Pd minus \$1837.00
6	40%	$\$1586.40 + \$100 + \$355 + \$60 = \$2101.40$	\$1057.60	Amt Pd minus \$2101.40
Over 6	0%	\$3159.00	\$0	\$0

Example of \$3,559 Refund Table

(\$3,044.00 Tuition + \$355.00 Book Fee + \$60 BLS class + \$100 Registration Fee = \$3,559.00)

with	% Refund	Amount Institution Retains – Amount Student owes if not paid in full	Refund (if paid in full)	Amount of Refund (if not paid in full) *Amt pd minus amt retained
1	90%	$\$304.40 + \$100 + \$355 + \$60 = \$819.40$	\$2739.60	Amt Pd minus \$819.40
2	80%	$\$608.80 + \$100 + \$355 + \$60 = \$1123.80$	\$2435.20	Amt Pd minus \$1123.80
3	70%	$\$1019.70 + \$100 + \$355 + \$60 = \$1534.70$	\$2130.80	Amt Pd minus \$1534.70
4	60%	$\$1217.60 + \$100 + \$355 + \$60 = \$1732.60$	\$1826.40	Amt Pd minus \$1732.60
5	50%	$\$1522.00 + \$100 + \$355 + \$60 = \$2037.00$	\$1522.00	Amt Pd minus \$2037.00
6	40%	$\$1826.40 + \$100 + \$355 + \$60 = \$2341.40$	\$1217.60	Amt Pd minus \$2341.40
Over 6	0%	\$3559.00	\$0	\$0

All refunds will be issued within 40 days of withdrawal or termination.

CANCELLATION OF CLASS DUE TO LOW ENROLLMENT

It is at the discretion of the hosting dentist whether we cancel a course due to low enrollment (less than 3); however, in the event the course **is canceled** due to low enrollment, students will have the option to transfer to another location, transfer to a future start date, or withdraw from the course and receive a full refund. A full refund would be given in the event there are more than 2 consecutive reschedules of a course start date by ADAA. Students will be notified by phone, email and text. Once decided, students must confirm their decision by signing a revised enrollment agreement with admissions or an exit interview.