



**School of Fashion Design**

31 St. James Ave., 2nd Floor Boston, MA. 02116

(617) 536-9343 - [fashion@sfdboston.org](mailto:fashion@sfdboston.org)

[schooloffashiondesign.org](http://schooloffashiondesign.org)

**Enrollment Agreement--Tuition & Refund Policy Acknowledgement – SPRING 2024**

The School of Fashion Design accepts payments in the form of \_\_\_ cash \_\_\_check, \_\_\_ money order or \_\_\_ credit card. Payments received after the due date may be assessed a \$25 Late Payment Fee. Payments received after the due date may also result in supplies not being available for the first class. Late registrations will not be accepted after two meetings of any course.

**Student Name:**

**Street:**

**City, State, Zip:**

**Phone:**

**Email:**

**Entrance Requirements – Full Time**  
 High School Diploma or its equivalent  
 Full Time Application  
 \$25 Application/Registration Fee (FT)  
 High School/College Transcripts  
 1 Letter of Reference

**Entrance Requirements – Part Time**  
 High School Diploma or its equivalent  
 Part Time Application  
 \$25 Application/Registration Fee (PT)

**No Entrance Req for (teen) Fashion Intensives**  
 Specifically designed for HS students  
 \$25 Registration Fee

**Term/Year: SPRING 2024**

Program or Course Name		Day and Time
Semester Course(s)	45 hours/course	
Pre-college Workshop	Fashion Art & Garment Construction 44 hours/course	
Pre-college Intensive	15 hours/course	

Course(s)* and fee type	Day, times, beginning & end dates	Amount
Registration Fee: \$25		
Full-Time Tuition, \$13,335 (5 courses each semester, 10 per year)		
Part-time Tuition, \$1,335 per course		
1.		
2.		
3.		
4.		
5.		
Books		
Supplies		
Pre-college Workshop - \$975		
Pre-College Intensive - \$350		
Supplies		
<b>Total</b>	<b>Balance Due</b>	<b>\$</b>

\* For hybrid or online only courses please review the online learning requirements at [schooloffashiondesign.org](http://schooloffashiondesign.org)



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\* It is recommended that students in Clothing Construction, Patternmaking, French Draping, or any electives which require sewing (for example, Cocktail and Eveningwear, Couture Detail, Bridalwear, etc.), should at some point acquire their own sewing machine, iron, and ironing board. In addition, students taking these classes should allot approximately \$300 per semester for fabric, thread, notions and paper.

<b>REFUND LAW (AS PER M.G.L. CHAPTER 255, SECTION 13K):</b>	
1. You may terminate this agreement at any time.	<i>N/A</i>
2. If you terminate this agreement within five days you will receive a refund of all monies paid, provided that you have not commenced the program. Refund Amount:	<i>5th day after signed contract</i>
3. If you subsequently terminate this agreement prior to the commencement of the semester, you will receive a refund of all monies paid, less the applicable reasonable administrative costs described in paragraph 7. Refund Amount:	<i>Prior to Tuesday, January 16, 2024 semester commencement</i>
4. If you terminate this agreement during the first quarter of the program, you will receive a refund of at least seventy-five percent of the tuition, less the actual reasonable administrative costs described in paragraph 7. Refund Amount:	<i>January 16, 2024 - February 10, 2024</i>
5. If you terminate this agreement during the second quarter of the program, you will receive a refund of at least fifty per cent of the tuition, less the actual reasonable administrative costs described in paragraph 7. Refund Amount:	<i>February 11, 2024 - March 9, 2024</i>
6. If you terminate this agreement during the <b>third quarter</b> of the program, you will receive a refund of at least twenty-five percent of the tuition, less the actual reasonable administrative costs described in paragraph 7. Refund Amount:	<i>March 10, 2024 - April 6, 2024</i>
7. If you terminate this agreement after the initial five day period, you will be responsible for actual reasonable administrative costs incurred by the school to enroll you and to process your application, which administrative costs shall not exceed fifty dollars or five percent of the contract price, whichever is less. A list of such administrative costs is attached hereto and made part of this agreement.	<i>5th day after signed contract</i>
8. If you wish to terminate this agreement, you must inform the school in writing of your termination, which will become effective on the day, such writing is mailed.	<i>N/A</i>
9. The school is not obligated to provide any refund if you terminate this agreement during the fourth quarter of the program.	<i>April 7, 2024 - May 6, 2024</i>

Administrative Cost Equal: \$25



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**Tuition payment policy**

**Full tuition payment is due prior to semester start, e.g., for SPRING 2024, full payment is due by January 1, 2024.**

For (teen) fashion intensives, due to the short duration of these courses, full payment is due one-week prior to the course commencement.

The school may make exceptions to this policy, on a case-by-case basis, by granting a payment plan. Students taking multiple courses may request a payment plan by submitting a request, detailing reasons and individual circumstances. Upon school’s review of such a request, the school will provide a decision whether payment plan may be granted. Granting of a payment plan does not relieve the student from financial obligation, which is based on the student’s promise to pay by enrollment agreement.

Payment plans for Spring 2024 semester will include **3** installments of equal amounts—**January 1, February 1, and March 1**

Periodically, during the semester, the school reviews any missed payment plans as well as any outstanding owed. Students have 5 calendar days from missed payment plans or from school notification to make payment. Failure to resolve outstanding owed within this time window will trigger an automatic drop of ALL enrolled courses. Net obligations will be based on the refund policy above..

**SFD reserves the right to cancel courses (major and/or related) for which there is insufficient enrollment.**

**I have been provided a copy of the school’s catalog and policies in a manner of my choosing and I am initialing my choice:**

**hard copy**

**send via email**

**I will download the catalog and policies from school’s website [www.schooloffashiondesign.org](http://www.schooloffashiondesign.org)**

**A completed and signed copy of this agreement (if executed via paper) must be provided to the student.**

**For registration done online, terms and conditions must be accepted by checking the box and submitting.**

**Online registration will not generate a paper version of this agreement**

**Student’s Initials**

I understand this contract will not be in force and effect until signed by both myself and a school representative.

I have received a copy of the school’s complaint procedures policy.

I understand the refund law as stated above.

I understand that coursework and/or credit from this school may not be transferable to other institutions of education and acceptance is at the discretion of the receiving institution.

This school is licensed by the Massachusetts Division of Occupational Licensure’s Office of Private Occupational School Education. Any comments, questions, or concerns about this school’s license should be directed to [occupational.schools@mass.gov](mailto:occupational.schools@mass.gov) or 617-701-8719.



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Any changes, addendums, or additions made subsequent to the signing of the enrollment agreement must be in writing and signed by both the school and the student and are subject to the regulations of 230 CMR 15.04.

You have the right to cancel this enrollment contract before the completion of five school days or five percent of this Program, or course, whichever occurs first, and to receive a full refund of all monies paid, less actual reasonable administrative costs up to \$50 and actual reasonable costs of non-reusable supplies or equipment.

You have the right to cancel this enrollment contract if a school allows you to begin participation in a Program while an initial award for financial aid, including student loans, is pending, and you are subsequently denied some or all of that student loan or financial aid amount, the School shall offer you, in writing, an opportunity to terminate the enrollment agreement with a full refund of all Monies Paid, less actual reasonable administrative costs as defined under M.G.L. c. 255, s. 13K.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Student's Name: \_\_\_\_\_

If the student is under the age of 18

Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Print Parent/Guardian Name: \_\_\_\_\_

Provide Parent/Guardian Contact Info: Phone \_\_\_\_\_ Email Address \_\_\_\_\_

School Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print School Official's Name: \_\_\_\_\_

I, the student, have received a completed and signed copy of this agreement on date: \_\_\_\_\_

\_\_\_\_\_ (student's initials)