



**RRF ENROLLMENT AGREEMENT / RETAIL INSTALLMENT AGREEMENT ("AGREEMENT")**

This Agreement sets forth the terms and conditions of Your enrollment ("You"/"Your") in the Recording Radio Film Connection ("RRF") [Film Program] ("Program").

**STEP ONE: REVIEW TERMS BELOW, INITIAL AND SIGN WHERE DESIGNATED.**

By signing this Agreement, You and/or Your Sponsor (Sponsor is defined as any person(s) and/or organization(s) funding or helping You fund Your education) acknowledge and agree to the following:

1. Within ten days of RRF's receipt of Your check, credit card or money order, RRF will send, via United States mail or other reputable carrier, the course materials and other supplies to You.
2. For the period of one (1) year following the completion of Your Program, You will be eligible to participate in RRF's "Stay Connected" Program at no additional charge.
3. Upon completion of Your course, You will receive a Certificate of Completion once You request it or it is sent by RRF.
4. You will complete and submit one (1) lesson from Your course materials each week. It is Your responsibility to make sure RRF has received Your completed lessons.
5. You will attend all externship sessions with Your Mentor and arrive on time. Two (2) or more unexcused absences, tardies, truancies, or cancellations may result in the termination of Your enrollment in the Program and/or no refund will be provided.
6. Although Your mentor will work with You on structuring a specific schedule, You agree that You will be available to meet with Your mentor for up to two (2) sessions per week. You understand that Your RRF courses are online and recorded and You are given credit according to lessons completed and in some cases hours or days attended.
7. You are required to complete the Program within eight (8) months of Your first session. Any extension to complete the Program must be approved by RRF in writing. If You fail to obtain RRF's approval for a Program Leave Of Absence, and You postpone training without approval, You will only be allowed a twelve (12) month period to resume training. If You do not resume training within 12 months from Your Program postponement date, You may not be eligible to receive any further training or job placement assistance. A fee may be applied for an updated course curriculum and materials before restarting or resuming the Program for Programs in which RRF has provided an extension or in which You have postponed training without approval. No refunds will be provided for Programs or courses for which RRF has provided an extension or in which You have postponed training without approval.
8. You agree to make all payments on time as specified on the attached Payment Preference Agreement. Failure to make all payments in a timely manner may result in the termination of Your enrollment in the Program. A request for refund will not be granted where timely payments have not been made. Payments are considered late when they are two days or more past the due date.
9. RRF is not a job placement agency and cannot guarantee You any position of employment with Your mentor or any other individual or company.
10. Paid employment is not guaranteed by RRF or any of its employees or executives, or the mentor, the station, studio, or company that You are apprenticing at.
11. You understand that You are to document all time and activities in the studio each week. This information is meant to be submitted electronically to the Student Services Department as Your Weekly Blog Entry. A template for this will be provided to You upon Your acceptance. Additionally, You are required to undergo a 10 lesson course curriculum on building an online presence through the use of social media. You are required to keep all appointments with Your student services advisor, whether for tutoring or any other scheduled appointment. If you must cancel, please provide notice of 24-48 hours. Some lessons will have two assignments, one to be turned into your mentor, another to be turned into student services. Failure to keep any of these obligations may cause you to become ineligible for any refund of tuition in the future. Additionally, you are required to turn in a minimum of 75% of your assignments in order to receive certification. If you fail to do this, extra credit assignments will be provided at your request to ensure your certification.
12. LEAVE OF ABSENCE POLICY - If You will be unable to participate in any lesson for more than fifteen (15) days You must complete a Hold Agreement from RRF so that we may grant you a leave of absence. This document is meant to show Your commitment to completing Your education. This leave of absence is granted for a period of no longer than one (1) calendar year whereupon a longer duration will be decided on a case by case basis.
13. You understand that while RRF has contracted Your Mentor to administer the externship portion of our curriculum and allows You to participate in their responsibilities, RRF is not responsible for the actions or opinions of the studio, their associates, artists or affiliates.
14. You assume the risk of personal injury(s) that may occur through participation in this Program and cannot hold RRF responsible for any injury(s) including the time the student is in Los Angeles.
15. While RRF will work with You to better equip You in becoming a productive member of the studio, RRF cannot guarantee the number of days or amount of hours You will receive in the studio. You understand these additional hours in the studio are based on the studio's opinion of Your productivity and usefulness to the studio.
16. You understand that some responsibilities may include general intern duties in the studio.

**Student Signature**

Signature: Sawyer Young  
Sawyer Young (Aug 18, 2015)

Email: sawyeryoung0@yahoo.com

**Sponsor Signature (if applicable)**

Signature: Laura Young  
Laura Young (Aug 18, 2015)

Email: hey2ulou@gmail.com



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- 17. You understand RRF and Student Services will do all they can to correct any issue(s) that may arise during Your participation in this Program. RRF understands that many issues that may arise are unique to You or Your Mentor, and great care must always be taken to ensure You receive a full education. If an issue does arise, You will always allow RRF and Student Services three opportunities to correct the situation, with each opportunity consisting of at least one completed lesson. You, Your family and associates agree to refrain from making any negative statements whether spoken or written against RRF and/ or its representatives and/ or its Programs. You, Your family and associates agree to refrain from making any claims, negative remarks, complaints and opinions written, posted, or published as well as libel and slander whether displayed for public or private use. In addition You, Your family and associates agree to abstain from making, posting, or publishing any libel or defamation of RRF and its representatives in the future.
- 18. RRF is not responsible for missed or delayed flights when commuting to Los Angeles. It is the student's responsibility to cover their own cost of the plane ticket, living arrangements, transits, and food.
- 19. If You have been deemed inactive without any form of contact from You and RRF, Your account can be considered in violation and a refund may not be approved. This decision will be the responsibility of RRF to determine if You have demonstrated a lack of professional commitment to your responsibilities as a member of this Program.
- 20. As stated in Section 94920 of the Education Code, an institution that does not participate in the federal student financial aid programs shall do all of the following:
  - (a) The institution shall advise each student that a notice of cancellation shall be in writing, and that a withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.
  - (b) Institutions shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh class day after enrollment\*, whichever is later.
 \*enrollment is defined as having received the "Welcome Call" from the Student Services Department.
- 21. Student's Right to Cancel - Cancellation shall only occur when You give written notice of Your desire to cancel Your enrollment in the Program within the time restraints listed above and the request must be sent to RRF's offices via certified US mail. Also You must return any materials or equipment within ten days of sending Your notice of desired cancellation in order to receive a maximum refund based on cancellation ("Cancellation Refund") available to You. Your Cancellation Refund will be processed within thirty (30) business days of receiving Your request for cancellation. If You choose not to send back the materials and equipment, or if the materials and/or equipment is/are returned used and/or damaged, RRF will subtract the decreased value of the materials and equipment from Your Cancellation Refund. Cancellations will also be subject to a Five-Hundred Dollar (\$500) administration fee.
- 22. RRF will consider transfer requests to another location under certain circumstances. It is agreed by the parties that RRF has the right to transfer You to any new location within sixty (60) miles of Your residence and RRF has up to one (1) year from the date of the request for transfer to find a suitable transfer location for You or to cure any real or perceived issue with the Mentor requiring such transfer request, if any. The choice of the place of transfer will be at the sole discretion of RRF.
- 23. RRF will consider any requests for a change in Mentor. However, no request for a change of Mentor will be available until at least five (5) lessons with the current Mentor are completed. The granting of the request to change a Mentor will be at the sole discretion of RRF. RRF will have a reasonable opportunity to cure any issue with the Mentor that is the basis of the transfer request.
- 24. Refunds, not based on proper cancellation, may be granted for reasonable cause. A request for a refund must be made in writing and delivered to RRF's offices. Please allow at least thirty (30) days for a response or answer regarding Your request. Refund procedure: 1) You must complete six (6) lessons; 2) You must give RRF the right to cure any reasonable defect by attending another six (6) lessons after RRF has addressed the reason for the refund request; 3) RRF will during the next six (6) lessons undertake all reasonable measures to cure any issue.
- 25. Prior to any request for a refund being granted You must complete twelve (12) lessons. RRF will determine whether or not such request for a refund is based upon reasonable cause and the decision as to whether or not to grant a full or partial refund is within the sole discretion of RRF. RRF shall have three opportunities to cure any reasonable cause for a request for refund.
- 26. Refunds or withdrawals are not approved or issued for a change of heart. A change of heart reason may include, but is not limited to, the proceeding: Financial hardship, unemployment, addition or expansion of family members or dependents, domestic or international relocation, military service (deployment), health condition or hospitalization, change of career path, death or injury, lack of business in our participating studio, or realization that RRF's Program is not for You. A temporary LOA of Your Program may be approved at RRF's discretion in the case of an international relocation where RRF's Programs are not available.
- 27. Except for a Cancellation Refund, no refund shall be provided after You have completed sixty-five percent (65%) or more of Your Program. Except for a Cancellation Refund, any refund shall be pro-rated according to the portion of the Program You have completed. The prorated refund calculation is applied to any tuition paid after the initial Two Thousand, Seven Hundred Dollar (\$2,700.00) payment made. The initial Two Thousand, Seven Hundred Dollar (\$2,700.00) start up payment is ineligible to be considered for a refund. All refund requests will be reviewed in a timely manner and must be submitted in writing and mailed via certified mail to: RRF, Attn: Refund Request, 1201 West 5<sup>th</sup> Street., Ste. M-130, Los Angeles, Ca 90017. Additional fees may apply to any refunds granted. RRF will subtract from the refund

**Student Signature**

Signature: Sawyer Young  
Sawyer Young (Aug 18, 2015)

Email: sawyeryoung0@yahoo.com

**Sponsor Signature (if applicable)**

Signature: Laura Young  
Laura Young (Aug 18, 2015)

Email: hey2ulou@gmail.com





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any internship hours or paid employment hours or other apprenticeship hours incurred toward the completion of the course. All approved refunds will be administered in monthly installments based upon the amount of return and regardless of Your form of payment.

- 28. Refunds will not be granted after one (1) year from Your date of enrollment as defined by the payment of your deposit and/or your Welcome Call accepting you into the Program.
- 29. With certain RRF Programs, You will be provided with Your own website. You will be required to keep Your postings professional and non-disparaging. You will be required to abide by all of RRF's terms and conditions. If You withdrawal from the Program, or do not graduate, You will lose all website access and associated privileges.
- 30. You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:
  - 1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and pre pay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
  - 2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.
- 31. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:
  - 1. You are not a California resident, or are not enrolled in a residency program, or
  - 2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.\*

\*The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency programs attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.
- 32. You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:
  - 1. The school closed before the course of instruction was completed.
  - 2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
  - 3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
  - 4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
  - 5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.\*

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Note: Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Section 94923, Education Code.

By signing this Agreement, You understand that You are granting RRF all rights, non-exclusive rights, ownership and permission to use Your name, voice, verbal statements, signature, photograph, or likeness and biographical material, written work(s), lessons, homework, projects, image(s), and/or art object(s) in any manner to publicize the Program and the selling of goods and services that RRF has to offer.

RRF may:

- 1. Photograph You and record Your voice and likeness for the purpose of publicizing the Program and the selling of goods and services that RRF has to offer whether by film, videotape, magnetic tape, digitally or otherwise.
  - 2. Make copies of the film, photographs and recordings so made;
- You further understand the master tape remains the property of RRF and that there will be no restrictions on the number of times that Your name and likeness may be used. You also understand that you are to receive no compensation for this appearance.

By signing this Agreement You understands that RRF has made full and complete disclosure as to RRF's offered online curriculum, the Mentors, type of businesses available after completion of the course, etc. You acknowledge that You have been provided with a full and complete outline of the relevant course curriculum and have been given ample opportunity to have any of Your questions answered by an RRF representative. You have been advised of the location where You will receive Your Mentor training and have had plenty of opportunity to visit the location of the studio and meet with the Mentor prior to entering into this Agreement. Failure to visit the location of the studio, to meet the Mentor or further investigate or review any other disclosures made by RRF is purely at Your election. You agree that RRF and its staff may use any means of communication to contact You regarding Your account.

This Agreement, including The Payment Preference Agreement and Entire Agreement Pages, constitutes the complete, final and exclusive embodiment of the entire Agreement between You and RRF with regard to its subject matter. It is entered into without reliance on any promise or representation, written or oral, other than those expressly contained herein, and it supersedes any other such promises, warranties or representations. This Agreement may not be modified or amended except in a writing signed by both You and a duly authorized officer of RRF. This Agreement shall not be assignable by You. This Agreement is deemed to have been

**Student Signature**

**Sponsor Signature (if applicable)**

Signature: Sawyer Young  
Sawyer Young (Aug 11 2015)

Signature: Laura Young  
Laura Young (Aug 11 2015)

Email: sawyeryoung0@yahoo.com

Email: hey2ulou@gmail.com



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entered into and will be construed and enforced in accordance with the laws of the State of California as applied to contracts made and to be performed entirely within California. Venue shall be either the County of Los Angeles or the County of Orange. This Agreement may be executed in counterparts and facsimile signatures will suffice as original signatures.

**STEP TWO: PICK A TUITION PAYMENT OPTION**

There are four (4) options for payment. All four (4) options are listed and explained below/on the next page. Please pick one option by checking the box next to the option You are choosing. Once You have made Your selection, sign and print Your name, then fill in the date and Your address.

Note: If payment is not made in full at time of enrollment, a payment plan must be setup which may include an administration fee and interest.

**OPTION 1 – PAY IN FULL (our best deal)**

Your total tuition will be \$9,800.00, this amount must be enclosed with Your signed contract. By choosing this option You are **SAVING between \$1,476.41 - \$1939.48** in interest & administration and/or other applicable financing fees. If You have further questions about these savings, please ask Your admissions counselor or visit our 'tuition page' on our website.

**OPTION 2 – INTERNAL FINANCING 1 YEAR PLAN**

Select this option if You cannot pay the \$9,800.00 tuition in full and You wish to instead make monthly payments for a one year duration. A down payment of \$2,700.00 will be required to start. An additional administration loan fee of \$1000.00 is applied if You decide to make monthly payments. To be considered for a monthly payment plan, You must fill out the provided Application for Payment Terms and return the it to RRF's offices along with this contract.

<b>ANNUAL PERCENTAGE RATE:</b> The cost of Your credit as yearly rate:	<b>FINANCE CHARGE:</b> The dollar amount the credit will cost You:	<b>AMOUNT FINANCED:</b> The amount of credit provided to You on Your behalf:	<b>TOTAL OF PAYMENTS:</b> The amount You will have paid after You have made all monthly payments as scheduled(not including Your down payment of \$2,700.00):
<u>10.99%</u>	<u>\$549.26</u>	<u>\$9,100.00</u>	<u>\$9,649.26</u>

Your payment schedule will be:

<b>Number of payments due:</b> <u>12</u>	<b>Amount of each payment:</b> <u>\$804.11</u>	<b>Payments beginning on:</b> <u>30 days from down payment date</u>
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Monthly payments due on the same day of each month, thereafter, until paid in full.

**OPTION 3 – INTERNAL FINANCING 2 YEAR PLAN**

Select this option if You cannot pay the \$9,800.00 tuition in full and You wish to instead make monthly payments for a one year duration. A down payment of \$2,700.00 will be required to start. An additional administration loan fee of \$1000.00 is applied if You decide to make monthly payments. To be considered for a monthly payment plan, You must fill out the provided Application for Payment Terms and return the it to RRF's offices along with this contract.

<b>ANNUAL PERCENTAGE RATE:</b> The cost of Your credit as yearly rate:	<b>FINANCE CHARGE:</b> The dollar amount the credit will cost You:	<b>AMOUNT FINANCED:</b> The amount of credit provided to You on Your behalf:	<b>TOTAL OF PAYMENTS:</b> The amount You will have paid after You have made all monthly payments as scheduled(not including Your down payment of \$2,700.00):
<u>10.99%</u>	<u>\$1077.41</u>	<u>\$9,100.00</u>	<u>\$10177.41</u>

Your payment schedule will be:

**Student Signature**

**Signature:** Sawyer Young  
Sawyer Young (Aug 1 2015)

**Email:** sawyeryoung0@yahoo.com

**Sponsor Signature (if applicable)**

**Signature:** Laura Young  
Laura Young (Aug 1 2015)

**Email:** hey2ulou@gmail.com



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Number of payments due: 24 Amount of each payment: \$424.06 Payments beginning on: 30 days from down payment date

Monthly payments due on the same day of each month, thereafter, until paid in full.

**OPTION 4 – INTERNAL FINANCING 3 YEAR PLAN**

Select this option if You cannot pay the \$9,800.00 tuition in full and You wish to instead make monthly payments for a one year duration. A down payment of \$2,700.00 will be required to start. An additional administration loan fee of \$1000.00 is applied if You decide to make monthly payments. To be considered for a monthly payment plan, You must fill out the provided Application for Payment Terms and return the it to RRF's offices along with this contract.

ANNUAL PERCENTAGE RATE: The cost of Your credit as yearly rate:	FINANCE CHARGE: The dollar amount the credit will cost You:	AMOUNT FINANCED: The amount of credit provided to You on Your behalf:	TOTAL OF PAYMENTS: The amount You will have paid after You have made all monthly payments as scheduled(not including Your down payment of \$2,700.00):
<u>10.99%</u>	<u>\$1,622.90</u>	<u>\$9,100.00</u>	<u>\$10722.90</u>

Your payment schedule will be:

Number of payments due: 36 Amount of each payment: \$297.86 Payments beginning on: 30 days from down payment date

Monthly payments due on the same day of each month, thereafter, until paid in full.

**OPTION 5 – INTERNAL FINANCING 4 YEAR PLAN**

Select this option if You cannot pay the \$9,800.00 tuition in full and You wish to instead make monthly payments for a one year duration. A down payment of \$2,700.00 will be required to start. An additional administration loan fee of \$1000.00 is applied if You decide to make monthly payments. To be considered for a monthly payment plan, You must fill out the provided Application for Payment Terms and return the it to RRF's offices along with this contract.

ANNUAL PERCENTAGE RATE: The cost of Your credit as yearly rate:	FINANCE CHARGE: The dollar amount the credit will cost You:	AMOUNT FINANCED: The amount of credit provided to You on Your behalf:	TOTAL OF PAYMENTS: The amount You will have paid after You have made all monthly payments as scheduled(not including Your down payment of \$2,700.00):
<u>10.99%</u>	<u>\$2186.21</u>	<u>\$9,100.00</u>	<u>\$11286.21</u>

Your payment schedule will be:

Number of payments due: 48 Amount of each payment: \$235.14 Payments beginning on: 30 days from down payment date

Monthly payments due on the same day of each month, thereafter, until paid in full.

**OPTION 6 –CAREER TRAINING LOAN, TUITION OPTIONS LOAN OR UNIVERSAL GROUP LOAN**

Select this option if You have applied or will be applying with one of RRF's financial assistance partners: Tuition Options, Universal Group or other lender in order to help fund Your tuition.

Student Signature

Signature: Sawyer Young  
Sawyer Young (Aug 18, 2015)

Email: sawyeryoung0@yahoo.com

Sponsor Signature (if applicable)

Signature: Laura Young  
Laura Young (Aug 18, 2015)

Email: hey2ulou@gmail.com





RECORDING RADIO FILM CONNECTION

1201 West 5th St, Ste. M130, Los Angeles, CA 90017 | 310.456.9623

**RRF ENROLLMENT AGREEMENT / RETAIL INSTALLMENT AGREEMENT ("AGREEMENT")**

**STEP THREE: SIGN BELOW TO AGREE TO THE TERMS OF THIS ENTIRE AGREEMENT.**

Prior to signing this enrollment agreement, you must be given a catalog or brochure and a School Performance Fact Sheet, which you are encouraged to review prior to signing this agreement.

NOTICE TO YOU AND/OR SPONSOR: (1) Do not sign this Agreement before You read it or if it contains any blank spaces to be filled in. (2) You are entitled to a completely filled-in copy of this Agreement. (3) You can repay the full amount due under this Agreement within six months of the down payment and obtain a partial refund of the finance charge if it is One Dollar (\$1.00) or more. Because of the way the amount of this refund will be figured, the time when You prepay could increase the ultimate cost of credit under this Agreement. (4) If You desire to pay off in advance the full amount due, the amount of the refund You are entitled to, if any, will be furnished upon request. (5) This Agreement is not binding until accepted by RRF. (6) A sponsor is defined in item A on page 1 as any person(s) and/or organization(s) funding or helping You fund Your education and is bound by the same terms and Agreements as You.

**I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me. To the best of my knowledge, I have the physical ability to benefit from this Agreement with RRF.**

**Student Signature**

Signature: Sawyer Young  
Sawyer Young (Aug 18, 2015)

Email: sawyeryoung0@yahoo.com

**Sponsor Signature (if applicable)**

Signature: Laura Young  
Laura Young (Aug 18, 2015)

Email: hey2ulou@gmail.com

Phone 9037488855

Mailing Address 989 Earnest Rd

City Texarkana State Tx Zip 75503

**RRF Signature**

\_\_\_\_\_ Date \_\_\_\_\_ Title \_\_\_\_\_

If any clause, disclosure or covenants in this Agreement shall differ or be in conflict with any sheets, verbal discussions, representations or guarantees, or other obligations of either You and/or Your Sponsor or Seller, this Agreement and its covenants shall govern. Any and all disputes, which may arise under this Agreement, will be subject to California Law and California will be the Forum State and have jurisdiction over any and all such disputes. Further venue for any disputes shall be in either the County of Los Angeles or Orange. Any holder of this Agreement is subject to all claims and defenses which You and/or Your Sponsor could assert against the seller of goods and services obtained pursuant hereto or the proceeds hereof. Recovery hereunder by You and/or Your Sponsor shall not exceed amounts paid by You and/or Your Sponsor.

**Student Signature**

Signature: Sawyer Young  
Sawyer Young (Aug 18, 2015)

Email: sawyeryoung0@yahoo.com

**Sponsor Signature (if applicable)**

Signature: Laura Young  
Laura Young (Aug 18, 2015)

Email: hey2ulou@gmail.com