

HEALTHCARE PROVIDER EDUCATION CENTER STUDENT AGREEMENT

Please review the student agreement and sign in the designated area confirming that you have read and understand the agreement as follows:

1. Tuition fees are to be paid in full no later the end of the first day of class. Failure to do so will result in termination from the course. Student may re-enroll for a later scheduled course. **ALL TUITION FEES ARE NON-REFUNDABLE. NO EXCEPTIONS.**
2. Attendance every day of classroom and clinicals is required for success in this course.
3. Class and clinicals are Monday – Friday beginning promptly at 8:00AM and end at approximately 4:00PM. Tardiness will result in being excused for the day with time to be made up at the next course offered.
4. Tobacco use is PROHIBITED on the property. This includes cigarettes, smokeless tobacco and E-cigarettes.
5. Students are required to leave the premise during the designated lunch time and/or any time that the instructor is absent from the premises.
6. Cell phone use is PROHIBITED during classroom and clinical time. Instructor reserves the right to collect phones and place in a designated area during the classroom or clinical time. Observance of cell phone use to classroom time will result in confiscation of cell phone to be returned to the student at the end of the day. Students may use phones during scheduled breaks and designated lunch time. If student is observed using cell phone during clinicals the student will be excused for the remainder of the day with the time to be made up at the next scheduled course. No exceptions.
Emergency calls can call 307-778-8861 to reach the student during class and clinicals.
7. Clinical dress code is to be followed at all times. Failure to follow the dress code will result in student being excused for the day with the time to be made up at the next scheduled course. Tardiness to clinicals will result in the same consequences.
8. Students failure to demonstrate understanding of the required skills will result in termination from the course. Student has the option to re-enroll at another scheduled course.

I, _____, have read the Student Agreement and I understand the expectations and consequences during this course. I understand I will be given a copy of this signed agreement to retain for my records.

Student's signature

Date