



Enrollment Agreement

Financial Obligation and WSU Bookstore

I understand that payment for classes is my responsibility, and that not attending the courses in which I enroll does not negate this responsibility. I understand that students with an unpaid account balance may be placed on a financial hold from the business office. Financial holds can lead to being dropped out of classes for non-payment, prevention of future enrollment in classes, or prevention of receiving a transcript or degree. I agree to allow WSU Tech to send my educational information to Wichita State University Rhatigan Center for the ability to rent and/or purchase books and supplies for my educational studies. I also understand that under the Privacy Policy (see below), I have the ability to opt-out at any time.

Loan

Students who are Financial Aid recipients and drop or withdraw from classes in a manner which makes them subject to repayment to Wichita State University Campus of Applied Sciences and Technology (WSU Tech) of the Financial Aid received, I promise to pay my obligation to WSU Tech immediately. I expressly waive demand, presentment of payment, notice of nonpayment, notice of intent to accelerate, notice of acceleration, protest, notice of protest, diligence in collecting, notice of dishonor, notice of Lender's declaration of default, and any and all other notices and demands by WSU Tech whatsoever. I acknowledge and agree that my obligation to repay WSU Tech is a loan by WSU Tech to me for educational purposes and that this loan may not be discharged in a bankruptcy by, or against, me in accordance with section 523(a)(8) of the United States Bankruptcy Code.

MyWSUTech and Digital First

I understand that I will have access to MyWSUTech after applying to WSU Tech. I understand that access to student email, college announcements, online courses, grades, student account balances, class schedules, transcripts, and financial aid information can be found on MyWSUTech. If students encounter issues with MyWSUTech, they can contact the student IT department by email studenthelpdesk@wsutech.edu or calling 316-677-9906. I understand that it is my responsibility to keep contact information current. I understand that my course or program may require a digital device. I acknowledge that information has been provided to me about the digital requirements for classes.

Communication

I understand and agree that WSU Tech uses e-mail as an official method of communication with me, and that therefore I am responsible for reading the e-mails I receive from WSU Tech on a timely basis. I authorize WSU Tech to contact me at my current and any future cellular phone number(s), email address(es) or wireless device(s) regarding my student account(s), financial aid, or to receive general information from WSU Tech. I authorize WSU Tech to use automated telephone dialing equipment, artificial or pre-recorded voice or text messages, and personal calls and emails, in efforts to contact me. Furthermore, I understand that I may withdraw my consent to call my cellular phone by submitting my request in writing to my advisor.

Drop/Withdrawn/Refund Policy

I understand that the refund policy is available on the website as well as on my printed course schedule and not attending or not receiving my financial aid in time is not a qualifying reason for charges to be removed. I understand that to receive a full refund courses must be dropped prior to the first day of class. I understand that dropping and/or withdrawing from WSU Tech courses can be completed in the following ways: completing a drop form with your advisor, via email, or on the MyWSUTech student portal. The drop form is located on the WSU Tech website under the Forms menu and is available electronically on MyWSUTech. Students who fail to attend classes during the refund policy deadline will be administratively dropped and will not be eligible for a refund. I agree that it is the my responsibility to check with the financial aid department to determine the impact of dropping courses on my current and future financial aid prior to dropping courses.

Class Availability and Student Progression

I understand that WSU Tech reserves the right to cancel or reschedule any class /course if the number of students registered is too small. I understand it is my responsibility to maintain satisfactory progress in my WSU Tech courses. WSU Tech reserves the right to terminate my enrollment for unsatisfactory progress, nonpayment of tuition, or failure to follow the established standards of conduct.

Tobacco Free Campus

I understand that the use of all types of tobacco products will be prohibited on all WSU Tech owned/operated property. This extends to buildings, grounds, parking lots, and personal vehicles. Full Policy and definition of tobacco is available at <https://wsutech.edu/tobaccofreecampus/>.

Attendance

I understand that guidelines for class attendance will be explained on the course syllabus which will be available on Blackboard prior to the start of the course and that I should read the syllabus to determine the requirements for each course. I also understand that failure to attend a course will result in being administratively withdrawn from the course, but will not negate my financial obligation.

Privacy Policy

I understand that my privacy is protected by the Family Educational Rights and Privacy ACT of 1974. I understand that WSU Tech will not release information regarding my student records without my written authorization. I understand that 'directory' information can be shared without the student's consent. Directory information includes: name, dates of attendance, classification, major/degree program of study, awards, honors, and degrees conferred, including dates and past/ present participation in officially recognized activities. The consent to release information online form is available on MyWSUTech under the student tab. It is in the Registration Tools section under FERPA Consent to Release.

Enrollment

I have received a copy of my class schedule and a copy of this enrollment agreement. I understand that completing this agreement constitutes enrolling at WSU Tech. I understand that this agreement and the student policies listed on the WSU Tech website establishes an agreement between the student and WSU Tech. This agreement supersedes all oral statements or representations made by/between WSU Tech and the student. I have read this agreement thoroughly. Additional information about consumer information can be found at this website: <http://wsutech.edu/about/consumer-information/>.

Printed Name _____

WSU Tech ID: _____

Student Signature _____

Date: _____

Wichita State University College of Applied Sciences and Technology does not discriminate with regard to race, religion, color, sex, disability, national origin or ancestry, age or gender in its admissions progress or activities. Persons having inquiries may contact the Executive Director, Human Resources, 4004 N Webb Rd, Wichita, KS 67226, 316.677.9400.