PRACTICAL NURSING PROGRAM

Start Date: July 12, 2021

BA 1.14.2021

PAYMENT SCHEDULE / COST SHEET (PN54 2021-2022) **$ 18,195.44**

	Prior to Program *(Paid by Student)*	Term 1	Term 2	Term 3	Total
***Registration/Assessment Fee**	$ 75.00				$ 75.00
Tuition		$ 4,636.58	$ 4,636.58	$ 4,636.58	$ 13,909.74
Textbooks:		$ 367.54	$ 274.88	$ 378.28	$ 1,020.70
Resources:					
Electronic Learning Resources		$ 620.00	$ 620.00	$ 620.00	$ 1,860.00
Information Technology		$ 540.00			$ 540.00
Orientation Materials		$ 25.00			$ 25.00
Skills Lab/Simulation Supplies		$ 100.00	$ 100.00	$ 100.00	$ 300.00
Uniform		$ 150.00			$ 150.00
Liability Insurance		$ 20.00			$ 20.00
Drug Screen/Background		$ 55.00		$ 60.00	$ 115.00
Graduation and Pinning				$ 180.00	$ 180.00
Total by Term	$ 75.00	$ 6,514.12	$ 5,631.46	$ 5,974.86	$ 18,195.44

Please note: cost of books and lab resources are subject to change

*Due at time of registration (non-refundable) #Due at time of program acceptance to secure enrollment (non-refundable)

Estimated Financial Aid Disbursement Dates	2/22/2021	8/23/2021	2/21/2022

Student Financial Responsibility: All fees are due as noted unless other arrangements have been made through the KTC Student Accounts Coordinator. Textbook, lab, and resource fees are subject to change. Students receiving Financial Aid (PELL, Loans, other) are responsible for ensuring all fees are paid should the financial aid not be sufficient to cover all costs. Without exception, all fees must be paid in full prior to receiving program completion/graduation documentation.

Other Program Requirements (not part of program fees)

Watch with Second Hand, Black Nursing Shoes, Scrub Pants, Hosiery/Socks	$80.00	(approximate)
Current Healthcare Provider Immunizations/Titers	$250.00	(approximate-fee will vary based on provider)
Medical Release	$45.00	(approximate)
BCI/FBI Background Check	$60.00	(approximate)
Current STNA Certification	$650	(approximate cost for training/certification)
BLS Healthcare Provider and First Aid	$110	(approximate)
Licensure Exam-Fees Payable to State Board of Nursing and Pearson Vue	**$278.50**	(due final term)

Practical Nursing classes are offered at the Knox Technical Center Nursing Building located at 1481 Yauger Road, Mount Vernon, OH 43050

KNOX TECHNICAL CENTER MISSION STATEMENT

The mission of the Knox Technical Center is to provide cutting-edge programs that prepare adults with career and lifelong learning skills.

PROGRESSION/GRADUATION REQUIREMENTS

A Student of the Knox Technical Center Must:

- Achieve a minimum of at least a 75% in each course of study (both through testing points and overall course grade)
- Demonstrate an average of at least a 75% grading in all experiences
- Demonstrate satisfactory performance in all experiences
- Meet all program objectives
- Meet all financial obligations of the program
- Meet 90% attendance requirement per program.
- Attend 90% of total hours of curriculum
- Adhere to student code of conduct

WITHDRAW PROCEDURE

- A student may withdraw from the program voluntarily at any point by informing the school in writing. It is highly recommended that the student has a personal interview with the coordinator and/or adult education director upon withdrawal. We request that the student complete a withdrawal form to ensure that the student is notified of any program obligations upon withdrawal. Withdrawal or dismissal from the program does not preclude readmission to the next class at the discretion of the program coordinator.
- Accounts with balances due will be given 30 days upon program separation to be paid in full. Any accounts not paid in full after 30 days will be provided 3 notifications before being subject to collections through the Ohio Attorney General's Office. **The student is responsible upon separation from the program to verify their account.** The school will send the student the balance due using the current contact information on file at the school. It is the student's responsibility to keep their contact information current.

REFUND POLICY

Refunds will be calculated as noted:

If Institution Cancels Class:	
Any paid tuition will be refunded. This does not include fees such as registration and testing.	
Withdrawal/Dismissal for programs less than 600 hours:	
Prior to the first class session	100% tuition only refund
After the first class session	No refunds
Withdrawal/Dismissal for programs 600 or more hours:	
During the first week* of classes	90% tuition only refund for that term
During the second week* of classes	50% tuition only refund for that term
During and after the third week* of classes	No tuition refunds for that term

(Refers to seven calendar days (Sunday through Saturday) no matter how many class sessions are held during that period of time.)*

- Refunds, when due, shall be made within 45 days (1) of the last day of attendance if written notification of withdrawal has been provided by the student to the school, or (2) from the date the school terminates the student or determines withdrawal by the student.
- Students dismissed for non-academic (attendance/behavior) reasons will receive no refund for the applicable terms.
- Students who have not visited the school facility prior to enrollment (in a 600 or more hour program) will have the opportunity to withdraw without penalty within three days following either attendance at regularly scheduled orientation or following a tour of the facilities and inspection of the equipment.
- All books, supplies, resources, and fees that are received or incurred in the first term are pro-rated for the entire program. I understand that if I withdraw prior to the last term that I will owe balances on these items.

ACCREDITATION

Knox Technical Center is accredited by the Commission of the Council on Occupational Education, 7840 Roswell Road, Building 300, Suite 325, Atlanta, GA 30350. Telephone: 770-396-3898/Fax: 770-396-3790/www.council.org.