



EVOLVE ACADEMY
 Live Event Video Technician Program
 Enrollment Agreement

Last Name		First	M.I.	Date
Street Address			Apartment/Unit #	
City	State	ZIP		
Phone	E-mail Address			

The Live Event Video Technician Program at the Evolve Academy is a 4-week, 160 clock hour course with in-depth training in the six essentials video departments of live entertainment event production; Image Processing, Projection, Power Distribution, Digital Media, LED and camera engineering and operation. A Live Event Video Technician certificate of completion will be issued upon satisfactory completion of the LEVT program. Tuition for the course is \$10,000. There is a \$50 application fee, a \$225 fee for a tool kit and \$200 for goods and services. Total cost for the course is \$10,475. A 20% reduction of tuition is provided to veterans. To qualify, proof of honorable discharge from a branch of the military is required. "Clock Hour" means a period of 60 minutes with a minimum of 50 minutes of instruction in the presence of an instructor.

Session 1 begins June 3rd, 2019. The anticipated end of session 1 is June 28th, 2019.

Session 2 begins August 5th, 2019. The anticipated end of session 2 is August 30th, 2019.

All fees except tuition must be paid at the time of signing the Enrollment Agreement. Tuition must be paid in full by the end of the first week of class. Refunds and Cancellations:

Requests for cancellation must be made in writing to the school and given in person or by certified mail. All monies will be refunded if the school does not accept the Enrollment Agreement or the applicant cancels within three business days after signing the Enrollment Agreement. No fees will be refunded after the start of the first class. A student who drops out of the course early is entitled to a Pro-rata refund of tuition only, based on the number of hours left to complete.

To complete the program a student must be in attendance for 90% of all hours in each of the six departments plus reach average competency levels on every piece of equipment taught throughout the program. Upon completion of the program, students will be issued a certificate of completion.

The Evolve Academy gives no guarantee of placement. The Evolve Academy will introduce students to various labor coordinators in the live event industry in an effort to expose the student to the job market. The Evolve Academy may disclose information relating to market and job availability, if verified through statistical research; however, the institution shall not promise or imply any specific market or job availability amounts.

Admissions Requirements:

Students must be at least 18 years old at the time classes begin. Students must hold a high school diploma or G.E.D. and be fluent in English. The Evolve Academy will never discriminate based on race, color, age, ethnicity, religion, national origin, pregnancy, sexual orientation, gender identity, gender expression, genetic information, sex, marital status, disability or military obligations. To attend the LEVT Program at the Evolve Academy, individuals must first submit a New Student Application on-line or by mail, along with a non-refundable application fee of \$50. Once an application has been approved, the applicant will be contacted to set up an interview. At this time, potential students must submit a copy of a valid driver's license or other state issued photo identification and proof of high school diploma, G.E.D. or college diploma. The LEVT Program is designed to be comprehensive and challenging. It is important to our team that each student be interviewed and determined to possess the drive, professionalism and enthusiasm needed to excel in our program. Upon acceptance to the program, students must sign an enrollment agreement and confirm with the Academy that they have set up an appropriate financial plan to complete the enrollment process. The Evolve Academy does not accept credit for prior courses taken at other institutions nor does it give credit for experiential learning. The transferability of credit is at the discretion of the accepting institution and it is the student's responsibility to confirm whether credits will be accepted by another institution of the student's choice.

A student may be dismissed from the Live Event Video Technician program for violation of the attendance policy, not meeting the minimum grade requirements and or violating the student conduct policy. All of these policies are listed in more detail on pages 14 and 15 of the LEVT catalog. A disciplinary appeal process, academic probation and academic suspension or termination are discussed on page 15 of the LEVT catalog.

There is a refund and cancellation policy listed in detail on page 17 of the LEVT catalog.

Graduation requirements, leave of absence and a re-entry policy are stated on page 16 of the LEVT catalog.

Refund and Cancellation Policy

Should a student/applicant cancel his/her enrollment or be terminated by the school for any reason, refunds will be made using the following procedures:

1. Request for cancellations must be made in writing to the school and given in person or by certified mail.
2. All monies will be refunded if the school does not accept the Enrollment Agreement or the applicant cancels within three business days after signing the Enrollment Agreement and making the initial payment.
3. Cancellation after attendance has begun but prior to 50% completion of the program will result in a pro rata refund computed on the percentage of hours completed of the total clock hours.
4. Cancellation after completing 50% of the program will result in no refund.
5. The termination date for refund computation purposes is the last date of actual attendance by the student unless earlier written notice is received by the school.
6. A student can be dismissed at the discretion of the Director for insufficient progress, non-payment of costs or failure to comply with school rules.
7. All refunds will be made within 30 days of cancellation or termination. A full refund minus the \$50 application fee will be given if cancellation or termination takes place before the first day of class. Student kits, books and supplies in the amount of \$225 are non-refundable after the beginning of the first day of class or if opened and used.

Classes are held Monday through Friday and will run from 9:00am to 5:00pm. Any changes to the schedule will be made in writing with as much advance notice as possible.

Disclaimers and Signatures

I certify that I have read and understand all terms of the enrollment agreement and catalog.

Print Name _____

Signature _____ Date _____

Robert Murdock, Director of Education Evolve Academy

Signature _____ Date _____

*Evolve Academy
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