Compu-Sher Learning Solutions LLC

STANDARD CSLS-STUDENT CONTRACT BETWEEN

< *Compu-Sher Learning Solutions LLC*
AND
<   >

STUDENT CONTRACT

Dear Student,

The **CSLS**-Student contract is an important legal agreement between **CSLS** and you.

CSLS is required to explain to you the contents of the contract in English and if necessary, in your native language too. If available, you can also request for the translated contract in your native language.

IMPORTANT – TAKE NOTE
a) Do not make payment <u>before</u> signing the contract
b) Sign two original copies of the contract. You retain one original copy after signing.
c) No amendments are allowed on the contract after signing unless both **CSLS** and you sign beside the amendments made

The contract is divided into different sections. Below is a list showing you where all the key information can be found in the different sections.

Ensure that all the key information listed below is provided for in the contract which you intend to sign with CSLS. You should only sign if you are clear and satisfied with the contract.

<u>Section 1 – Course Information and Fees</u>
a) The course details you intend to study in. It must show when the course begins, and when it ends, and the course full schedule.
b) Name of the organisation which develops and awards the qualification, and the expected date of receiving your qualification
c) The course fees and payment schedule (with exact payment dates) stated in Schedule 2.1, and payable miscellaneous fees in Schedule 2.2

<u>Section 2 – Refund Policy</u>

a) **CSLS** refund policy is clearly stated in Clause 2.4. You must be comfortable with this refund policy before signing the contract.
b) You can receive full refund of course fees and any payable miscellaneous fees if any of the events under Clause 2.1 occurs
c) There is a cooling-off period of at least 7 working days for maximum refund in Clause 2.5. You can receive maximum refund stated in Clause 2.4 if you withdraw from the course within 7 working days after signing the contract.

Section 3 – Fee Protection Scheme (FPS)
a) Find out how your fees are protected under FPS and how you can pay your fees.
b) Escrow - pay fees only to **CSLS** escrow bank and no one else, including **CSLS** and agent, if applicable.
c) Insurance - check that the insurance period begins from the date that you pay your course fees to **CSLS** (and not the date that your course begins).
d) Clause 3.2 shows the maximum instalment amount that you need to pay

Section 4 – Medical Insurance Scheme
You would be covered by medical insurance arranged for by **CSLS**.

Section 5 – 11
These sections contain additional information to guide you on what to do and where to go if you have a problem with **CSLS**, how to apply for a Student's Pass, what to expect when **CSLS** changes ownership/management, and other relevant matters.

_____

I, _____, hereby acknowledge that on this _____*in DD/MM/YYYY format*], Compu-Sher Learning Solutions LLC has brought to my attention the details of Compu-Sher Learning Solutions-Student contract and I fully understand the content and my rights.

SIGNED by the Student

SIGNED by the Student's parent or legal guardian (if the student is under eighteen (18) years of age)

_____   _____
Name of Student: Name of Parent or Legal Guardian:

PEI-STUDENT CONTRACT BETWEEN
PRIVATE EDUCATION INSTITUTION AND STUDENT

Contract Number: _____

This Contract is dated _____ (DD/MM/YYYY) and made between:

(1) Full Name of Private Education Institution
("**PEI**")   : _____

Unique Entity Number (UEN)   : _____

CPE Registration Number (where applicable)   : _____

Edu Trust Certificate No. (where applicable)   : _____

Address   : _____

Contact Number   : _____

(2) Full Name of student ("**Student**") ^
(SC) and Permanent Resident (PR) / as in
passport for international student)*   : _____

Passport Country of Issue
(where applicable)*   : _____

NRIC Number (for SC/PR) /
Passport Number <u>and</u> Student's Pass Number
(for international student)*   : _____
                                                          _____

Date of Birth (DD/MM/YYYY)   _____

Address:
                                                        : _____

Address (Overseas Residence, for international
student)   : _____

Contact Number:
                                                        : _____

Contact Number in Home Country
(for international student)   : _____

(3) Full Name of Parent/Legal Guardian*#
(if Student is under eighteen (18) years of age)   : _____

NRIC/Passport Number*   : _____

Passport Country of Issue
(where applicable)*   : _____

Nationality   : _____

Occupation   : _____

Address   : _____

Contact Number   : _____

* Please delete as appropriate.

^ References to "**Student**" in this Agreement shall be deemed to include references to the student's parent or guardian, as the case may be.

Every international student is required to provide the particulars of his/her guardian to the school for contact purposes. The guardian should be a Citizen or Permanent Resident above eighteen (18) years old or the parent of the international student if the parent is working/staying in another country. The student is required to report any change in guardianship to the school immediately.

1. COURSE INFORMATION AND FEES

1.1 Name of Course: Medical Coding and Billing

Course applied for (the "**Course**")   :

CSLS hereby confirms that the Course and its content have been permitted by the Council for Private Education and other relevant authorities.

1.2 Full-time or Part-time Course   :

1.3 Date of Course Commencement and Completion:

Date of commencement of the Course

("**Course Commencement Date**")   :

Date of completion of the Course

("**Course Completion Date**")   :

1.4 Course Duration (in months)   :

1.5 Course Details:

CSLS shall set out in **Schedule 1** the details of the course including but not limited to:

(i) Course entry requirement(s);

(ii) Course learning outcome(s);

(iii) Module synopses;

(iv) Course schedule with modules and/or subjects;

(v) Scheduled holidays (public and school) and/or semester/term break for course;

(vi) Examination and/or other assessment period; and

(vii) Expected examination results release date.

CSLS hereby confirms that it has verified that the Student has met the course entry requirement(s) and is informed of the course details stated in **Schedule 1** prior to signing this Agreement.

1.6 Type of Qualification:

Name of award to be conferred on the
Student upon successful Course completion   :

Type of award: Certificate / Diploma / Adv Diploma / Degree / Master / PhD*
Others (please specify):

1.7 Organization which Develops the Course   :

1.8 Organization which Awards/Confers the   :

Qualification:

1.9 Expected Award Conferment Date   : _____

1.10 Student Arrival:

                                           : _____

1.11 Course Fees:

The course fees shall be apportioned as set out in **Schedule 2.1** ("**Course Fees**") and shall, subject to Clauses 2 and 3, be payable on or before the dates set out therein.

1.12 Miscellaneous Fees:

In addition to the Course Fees, the miscellaneous fees set out in **Schedule 2.2** may be payable by the Student (the "**Miscellaneous Fees**").

1.13 Payment of Course Fees and Miscellaneous Fees:

The **Course Fees** set out in **Schedule 2.1** shall be paid on or before the dates specified therein as set out in:

(i) Clause 3.3 if **CSLS** adopts an escrow account; or

(ii) Clause 3.4 if **CSLS** adopts an insurance facility.

All other fees payable (being the **Miscellaneous Fees** set out in **Schedule 2.2**) shall be paid to **Compu-Sher Learning Solutions** on or before the dates specified in **Schedule 2.2**.

1.14 Issue of Receipts:

For every payment made by the Student to **CSLS, CSLS** shall issue a receipt to the Student including but not limited to the following:

(i) Student's name;

(ii) Student's identification number;

(iii) Payment intention;

(iv) Amount paid;

(v) Payment breakdown;

(vi) Date of payment;

(vii) Course name; and

(viii) Course identification number.

2. REFUND POLICY

2.1 Notification and Arrangement

Compu-Sher Learning Solutions LLC shall inform the Student immediately within three (3) working days if:

(i) It fails, for any reason, to commence the Course on the Course Commencement Date;

(ii) It terminates the Course, for any reason, prior to the Course Commencement Date;

(iii) It fails, for any reason, to complete the Course by the Course Completion Date;

(iv) It terminates the Course, for any reason, prior to Course Completion Date; or

(v) The Student's Pass application is rejected by Immigration and Checkpoint Authority

(ICA).

CSLS shall, within seven (7) working days of notifying the Student in writing of above circumstances (i) to (iv), provide the Student with information and details of the alternative confirmed course arrangement to allow the Student to make timely and appropriate decision on the alternative arrangement.

2.2 **Withdrawal for Cause:**

Subject to Clause 9, the Student shall be entitled to immediately withdraw from the Course by giving written notice to the **CSLS** of his/her intention to do so if **CSLS** is in breach of any of its obligations under this Agreement or fails to perform its obligation(s) under the circumstances in Clause 2.1 (i) to (iv).

2.3 **Refunds for Withdrawal for Cause:**

For circumstances under Clause 2.1, **CSLS** shall, within seven (7) working days after notifying the Student, refund to the Student:

(i) The entire amount of the Course Fees; and

(ii) The Miscellaneous Fees*.

CSLS shall also, as soon as practicable after receiving the Student's notice of withdrawal under Clause 2.2 (and in any event no later than seven (7) working days after receiving such notice) refund to the Student the amounts stated in this Clause 2.3.

2.4 **Refunds for Withdrawal Without Cause:**

Where the Student withdraws from the Course for any reason other than those set out in Clause 2.2 or Clause 9, **CSLS** shall, subject to Clause 3.5, as soon as practicable after receiving the Student's written notice of withdrawal (and in any event no more than seven (7) working days after receiving such notice) refund to the Student the following sums (less any applicable bank administrative charges properly paid/payable under Clause 3):

% of [the aggregate amount of the fees paid under Clause 1.11 and 1.12]	If Student's written notice of withdrawal is received
[100% of the Tuition Fee]	(**"Maximum Refund"**) [Within 7] days before the Course Commencement Date (minus the $695.00 AAPC fee)
[80% of the Tuition Fee]	Before, but not more than [8-14] days before the Course Commencement Date
[50% of the Tuition Fee]	After, but not more than [15] days after the Course Commencement Date
[No Refund]	More than [16-30] days after the Course Commencement Date
[No Refund]	More than [31] days after the Course Commencement Date Student may take course at a later date (subject to approval)

2.5 **Cooling-Off Period**

Compu-Sher Learning Solutions shall provide the Student <u>with a cooling-off period</u>

<u>of 7 working days</u> after signing this Agreement. Within these [7] days and regardless whether the Course Commencement Date has passed, the Student can submit written notice of withdrawal to the **CSLS** and receive the Maximum Refund amount stipulated by **CSLS** under Clause 2.4 (less any Course Fees consumed by the Student if the withdrawal date is later than the Course Commencement Date and the Student has started the Course, any **CSLS** administrative charges which are stipulated in the Miscellaneous Fees and any applicable bank administrative charges properly paid/payable under Clause 3). Any dispute in respect of how much Course Fees have been consumed pursuant to this clause may be referred to **Compu-Sher Learning Solutions (CSLS) Student Services or Workforce Board 128-10th Ave. SW, Box 43105, Olympia, Washington 98504 or Email:** wtecb@wtb.wa.gov pursuant to Clause 5.3, and only in respect of such decision, the decision of **Compu-Sher Learning Solutions** (**CSLS**) or shall be final and binding on all parties.

Compu-Sher Learning Solutions shall also bring to the Student's notice **Schedule 3** by notifying the student of his rights under the cooling-off period, and receive written acknowledgement as provided therein by the Student that **Schedule 3** has been brought to his notice. In the event that the notice in **Schedule 3** has not been brought to the Student's attention, the cooling-off period of <u>7 working days</u> shall only commence from the date that **Schedule 3** has been brought to the Student's notice, and the Student has acknowledged the same. The Student shall have the right to withdraw from the Course and receive a refund as stated in this Clause 2.5 anytime before the notice in **Schedule 3** has been brought to the Student's attention.

This Clause 2.5 takes precedence over **CSLS** refund policy stated in Clause 2.4.

2.6 <u>**Deemed Withdrawal:**</u>

A Student who transfers from the Course to another course with **CSLS** shall, for the purposes of this Clause 2, be deemed to have withdrawn from the Course and the provisions of Clause 2.4 shall apply save as otherwise agreed between **CSLS** and the Student.

2.7 <u>**Change of Course:**</u>

Further to Clause 2.6, a fresh **CSLS**-Student Contract under this format shall be executed between **CSLS** and the Student for any change of Course, whether with the same Course or otherwise.

3. **FEE PROTECTION SCHEME (FPS)**

3.1 <u>**CSLS Undertaking to have FPS:**</u>

Compu-Sher Learning Solutions LLC hereby confirms and undertakes to the Student that it has in place a Fee Protection Scheme as stipulated by the Council for Private Education (CPE) (the "**FPS**") by way of an escrow account / insurance facility*. **CSLS**-appointed FPS provider : _____

3.2 **CSLS** hereby undertakes to the Student that as stipulated under the FPS, **CSLS** shall collect fees in <u>equal</u> installment amounts from the Student with each collection not exceeding the collection cap calculated according to the following formula*:

(i) EduTrust-certified CSLS (12-month) $^X/_Z$ x 12 = (_____)

(ii) Non-EduTrust-certified CSLS (6-month) $^Y/_Z$ x 6 = (_____)

(CSLS is a member of the industry-wide course fee protection scheme under Enhanced Registration Framework)

(iii) Non-EduTrust-certified PEI (2-month) $^Y/_Z$ x 2 = (_____)

(CSLS is not a member of the industry-wide course fee protection scheme under Enhanced Registration Framework and has not put in place the FPS in the form of an escrow account or insurance facility)

where X is the total amount of the payable Course Fees set out in **Schedule 2.1**;

Y is the course fees under the Enhanced Registration Framework; and

Z is the total duration of Course (in months) as stipulated in Clause 1.4.

3.3* [*Where FPS is in the form of escrow account*]:

A copy of the master escrow agreement between CSLS, and SunTrust Bank Corporation Limited and Standard Chartered Bank (the "**Master Escrow Agreement**") and acceded to by the CSLS on [] is available at CSLS website at [ ]. The Master Escrow Agreement sets out, among other things, the details upon which CSLS shall establish an escrow account with SunTrust Banking Corporation Limited/ Standard Chartered Bank* (the "**Escrow Account**" with the "**Escrow Bank**") for the purposes of receiving payment of the Student's Fees and the circumstances in which the amounts in the Escrow Account shall be payable to Compu-Sher Learning Solutions LLC and/or the student.

[The Student acknowledges that he/she has read and has understood the terms of the Master Escrow Agreement and hereby agrees to the terms and conditions therein.]

CSLS and the Student hereby agree that:

(i) The Student shall execute a student escrow confirmation in a form acceptable to the Escrow Bank (the "**Student Escrow Confirmation**") within [3] working days of the date of this Agreement and deliver a copy of the same to the Escrow Bank within three (3) working days of it being so executed; and

(ii) The Student shall pay the Course Fees directly into the Escrow Account on or before the dates specified in Schedule 2.1.

3.4* [*Where FPS is in the form of Insurance facility*]:

A copy of the master insurance agreement between Compu-Sher Learning Solutions LLC, American Family Insurance (the "**Master Insurance Agreement**") and acceded to by CSLS for the purpose of insuring, among other things, the Student is available on CSLS website at [ ]. The Master Insurance Agreement sets out, among other things, the events under which American Family Insurance * shall indemnify the Student for Fees paid to CSLS.

[The Student acknowledges that he/she has read and has understood the terms of the Master Insurance Agreement and hereby agrees to the terms and conditions therein].

CSLS hereby undertakes that:

(i) The cover under the Master Insurance Agreement shall be extended to the Student;

(ii) The Student receives the certificate of insurance on the same day the Student pays the fee; and

(iii) The insured period should commence from the fee payment date to at least the next payment date.

3.5 **No Double Claim**:

For the avoidance of doubt, if the Student and/or his/her parent/guardian receives any payment from CSLS or the Escrow Bank/Insurance Company* pursuant to a provision of this Agreement or the Master Escrow Agreement/Master Insurance Agreement* in respect of any matter or damage, then the Student and his/her parent/guardian shall not be entitled to claim against Compu-Sher Learning Solutions LLC or the Escrow Bank/Insurance Company* for the same payment in respect of the same matter or damage pursuant to any other provision of this Agreement or the Master Escrow Agreement/Master Insurance Agreement*.

5.2 **Grievance Procedure:**

CSLS shall, within [5] working days of this Agreement and in any event no later than the Course Commencement Date, provide the Student with a copy of its student handbook or such other document which shall prescribe a formal grievance procedure for the purpose of providing a timely and fair method of resolving disputes arising from this Agreement or such other matter as may relate to the Student's enrollment at Compu-Sher Learning Solutions LLC.

The terms of this contract shall take precedence over any provision in the student handbook or any other document provided by CSLS. Nothing in the student's handbook or any other document provided by CSLS shall limit or restrict the Student from filing a complaint at any time with CSLS Student Services Centre pursuant to Clause 5.3, or to seek other legal redress against CSLS as the Student might deem fit.

5.3 **Third Party Mediation:**

In the event that the Student and CSLS are unable to resolve a dispute in accordance with the grievance procedure referred to in Clause 5.2, the Student and CSLS may refer the dispute to the Workforce Board for mediation prior to instituting any legal action. The Student and CSLS hereby agree to such procedures.

5.4 **Jurisdiction:**

The parties hereby irrevocably agree that the courts of Georgia are to have jurisdiction to settle any disputes which may arise out of or in connection with this Agreement which cannot be settled successfully through CSLS Student Service or the Workforce Board and that, accordingly, any legal action arising out of or in connection with this Agreement ("**Proceedings**") may be brought in those courts and the parties irrevocably submit to the jurisdiction of those courts PROVIDED THAT nothing in this Clause shall limit the right of any party to take Proceedings in any other court of competent jurisdiction nor shall the taking of Proceedings in one or more jurisdictions

preclude that party from taking Proceedings in any other jurisdiction, whether concurrently or not.

6.   INTERNATIONAL STUDENTS (where applicable)

6.1   Student's Pass Application: CSLS undertakes to use best efforts to assist the Student if he/she requires a Student's Pass from the ICA. This includes, without limitation, providing the Student with advice on obtaining such pass, verifying the Student's enrolment and immigration status, and doing all such things as may be necessary to procure the Student's Pass on behalf of the Student.

6.2   Student's Pass Not Transferable: The Student's Pass issued under Clause 6.1 is not transferable and will expire upon the Student ceasing to be a student of CSLS. CSLS is under an obligation to inform the ICA of the Student's withdrawal from, or completion of his/her course of study at CSLS, and the Student shall deliver to the CSLS, within [5] working days of the Student ceasing to be a student of CSLS, the passport and Student's Pass of the Student for cancellation of the Student's Pass.

6.3   Withdrawing from CSLS: A Student who withdraws from CSLS to enroll with another school shall be deemed to have withdrawn from CSLS under Clause 6.2 and the provisions of Clause 6.2 shall apply.

7.   CHANGE IN OWNERSHIP / MANAGEMENT

Compu-Sher Learning Solutions LLC shall inform the Student in the event of any :

 (a) Change in ownership or shareholding structure of CSLS, and/or

 (b) Change in the management of CSLS.

CSLS shall inform the Student of such changes as soon as practicable, and in any event no later than fourteen (14) days after the change has been effected.

8.   CONFIDENTIALITY

Compu-Sher Learning Solutions LLC is committed to maintaining the confidentiality of all information provided by the student and undertakes not to divulge any of this information to any third party without the prior written consent of the Student.

9.   FORCE NATURE

In the event that any party shall be rendered unable to carry out the whole or any part of its obligations under this Agreement for any reason beyond the control of that party, including but not limited to acts of God, force Nature, strikes, war, riot and any other causes of such nature, then the performance of the obligations hereunder of that party or all the parties as the case may be and as they are affected by such cause shall be excused during the continuance of any inability so caused, but such inability shall as far as possible be remedied with all reasonable dispatch.

10.   PRECEDENCE TO OTHER AGREEMENTS

In the event of there being any inconsistency between the terms of this Agreement and the terms of any other agreement (oral or written) entered into between CSLS and the Student either before or after the making of this Agreement, the terms of this Agreement shall prevail and the terms of such other agreement shall be deemed to be amended to the extent necessary for it to be read as being consistent with this Agreement.

CSLS shall not be allowed to enter into any other contractual agreement with the Student without the prior express written permission of the Council, and any agreements so executed shall be void, and any payments made by the Students thereunder shall be refunded to the Students in full. Students are advised, prior to signing any other agreements with CSLS, to ask to be shown a copy of the Council's written approval of such agreements.

11.   MISCELLANEOUS

11.1   Indulgence, Waiver, etc.: No failure on the part of any party to this Agreement to exercise and no delay on the part of any party in exercising any right hereunder will operate as a release or waiver thereof, nor will any single or partial exercise of any right under this Agreement preclude any other or further exercise of it.

11.2   Remedies: No remedy conferred by any of the provisions of this Agreement is intended to be exclusive of any other remedy which is otherwise available at law, in equity, by statute or otherwise, and each and every other remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law, in equity, by statute or otherwise. The election of any one or more of such remedies by any of the parties to this agreement shall not constitute a waiver by such party of the right to pursue any other available remedies.

11.3   Severability of Provisions: If any provision of this Agreement or part thereof is rendered void, illegal or unenforceable by any legislation to which it is subject, it shall be rendered void, illegal or unenforceable to that extent and it shall in no way affect or prejudice the enforceability of the remainder of such provision or the other provisions of this Agreement.

11.4   Successors and Assigns: This Agreement shall be binding upon, and ensure for the benefit of, the successors, personal representatives and permitted assigns of the parties PROVIDED THAT neither CSLS nor the Student shall be entitled to assign its rights and/or obligations under this Agreement without the prior written consent of the other party. In addition, CSLS shall not be entitled to assign its rights and/or obligations under this Agreement without the prior consent of the Council, irrespective of any consent or waiver by the Student.

11.5   Translations: In the event of any conflict or inconsistency between any term of this Agreement (including the Schedules) in the English language and any translation thereof in any other language, the English language version of this Agreement shall prevail.

SCHEDULE 1
COURSE DETAILS

1) Course entry requirement(s)
2) Course learning outcome(s)
3) Module synopses
4) Course schedule with modules and/or subjects
5) Scheduled holidays (public and school) and/or semester/term break for course
6) Examination and/or other assessment period
7) Expected examination results release date

SCHEDULE 2
BREAKDOWN OF COURSE FEES AND MISCELLANEOUS FEES

SCHEDULE 2.1
COURSE FEES

Fees Breakdown *[shows the full breakdown of total payable course fees]* $^{@}$	Total Payable (S$)
Course pre-requisites (if applicable) Course fee: Tuition: $4,895.00 Registration fee: $25.00 Course material fee: $895.00 FPS insurance/escrow fee (not Applicable) Examination fee Etc.	$4895.00
(A) Total Course Fees Payable^#:	
(B) No of Installments$^{\%}$:	
(C) Installment Amount (C = $^{A}/_{B}$)	

$^{@}$ Please delete fees not applicable and include other relevant fees payable by students.

^ The total course fees payable should be fully protected as required by Edu Trust FPS.

$^{\#}$ The prevailing Good and Services Tax (GST) is excluded from the FPS.

$^{\%}$ Please refer to Clause 3.2 for the imposed collection cap.

| Installment Schedule | Payment by 12 / 9 / 6 / 3 month* Installment | |
	Amount (S$)	Date Due
1st installment 2nd installment 3rd installment 4th installment		
(A) Total Course Fees Payable:		

* Please delete as appropriate.

SCHEDULE 2.2
MISCELLANEOUS FEES[1]

Purpose of Fee	Amount (S$) and When Payable
[*Course transfer fees, late payment fees, replacement of student ID, re-taking examinations, failing a course, etc.*]	$10.00 Late fee every 14days $10.00 Student ID replacement $25.00Returned Check Fee Retake Course Fee 80% of the full tuition

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[1] Miscellaneous Fees refer to any non-compulsory and non-standard fees which the student will pay only when necessary or applicable. Such fees are normally collected on an ad-hoc basis by CSLS when the need arises.

SCHEDULE 3
STUDENT'S RIGHTS TO CANCEL AGREEMENT

SCHEDULE 3.1

1. You, the Student, shall have the right to cancel this Agreement within [5] working days from signing the Agreement, or within [5] working days from the date this notice has been brought to your attention, whichever is the later (the "Cooling-Off Period").

2. You are entitled to cancel this Agreement during the Cooling-Off Period for any reason, and are not obliged to give any reasons to the CSLS for doing so.

3. You have to write to Compu-Sher Learning Solutions LLC to cancel the Agreement within the Cooling-off Period. You may use the form provided in Schedule 3.2. You may send such Notice of Cancellation by email or fax to the following contacts, or leave a copy with Compu-Sher Learning Solutions administrative office.

    CSLS email address: compu_sher.learningsolutions@yahoo.com
    CSLS Fax #
    CSLS Mailing Address: 16000 N. 9 Mile Rd, Southfield, MI 48075 Ste 303D

4. You are advised to keep a copy of the email or fax confirmation slip. If the Notice of Cancellation is left with CSLS office, CSLS office is to acknowledge receipt of the Notice by signing on it and returning one copy of the Notice to you. If CSLS office does not do so, you are advised to inform CSLS immediately by writing to this email address compusher.ahad@yahoo.com

5. Upon cancelling the Agreement, CSLS must refund you the monies paid in accordance to Clause 2.5 of CSLS-Student Contract.

I, _____, hereby acknowledge that on this _____*DD/MM/YYYY format*], Compu-Sher Learning Solutions LLC has brought to my attention my rights under the Cooling-Off Period and that I fully understand these rights.

SIGNED by the Student

SIGNED by the Student's parent or legal guardian (if the student is under eighteen (18) years of age)

_____   _____
Name of Student: Name of Parent or Legal Guardian:

SCHEDULE 3.2
NOTICE OF CANCELLATION

<u>STUDENT'S RIGHTS TO CANCEL AGREEMENT</u>

I, _____

On this _____ *DD/MM/YYYY* hereby cancel the

Student-CSLS contract with _____

Reference number or Course name, if any._____

SIGNED by the Student

SIGNED by the Student's parent or legal
guardian (if the student is under eighteen (18)
years of age)

_____   _____
Name of Student: Name of Parent or Legal Guardian:

Date: Date:

SIGNED by Compu-Sher Learning Solutions LLC

_____   _____

Authorized Signatory of CSLS   Seal of CSLS
Name:
Date:

SIGNED by the Student   SIGNED by the Student's parent or legal
                                           guardian (if the student is under eighteen (18)
                                           years of age)

_____   _____
Name of Student: Name of Parent or Legal Guardian:

Date: NRIC / Passport No:

                                           Date:

                                           SIGNED by Witness

                                           _____
                                           Name of Witness:

                                           NRIC / Passport No:

                                           Date: