



# CORE Registration

## Student Information

First (given)	Middle	Last	Birthdate
Name (preferred)	Age	Sex	Mobile Phone
Street	Home Phone		
City	State	Best Email	
Country	Zip	Alt Email	
How does music play a part in your life? Do you play an instrument and/or write songs?			
Please list your favorite bands, artists and styles of music.			
Please summarize your education and work history.			
How did you learn about Recording Workshop?			

## Transportation & Housing Information

Will you need to be picked up at Columbus airport (Y/N)?	Will you have a car while attending (Y/N)?	If yes, what is your car license #?
Please Indicate: <input type="checkbox"/> I plan to stay in RECW housing <input type="checkbox"/> I plan to arrange my own housing		
Is there another student with whom you plan to room (Y/N)?	If yes, who is your requested roommate?	
Do you have a room preference with regards to smoking? <input type="checkbox"/> Non-smoking <input type="checkbox"/> Smoking <input type="checkbox"/> No Preference		
Please rank your preference of Housing options (first choice = 1, second choice = 2, third choice = 3)		
___ Shared (\$60/week) Cabin-style housing 4-6 people/cabin	___ Double (\$90/week) Dorm-style housing 2 people/bedroom	___ Single (\$120/week) Dorm-style housing 1 person/bedroom



# CORE Registration (continued)

## Enrollment Agreement

**I wish to enroll in the Recording Workshop CORE program in accordance to the terms and conditions stated in this enrollment agreement.**

**Program Name:** Music Recording & Audio Production CORE Program.  
**Program Length:** 180 hours, completed over 5 weeks. Classes are typically held Monday through Friday. Weekend classes may be held in the event of holidays or required makeup.  
**Tuition and Fees:** \$3565 is total program cost (\$3475 Tuition + \$90 materials fee). This cost is not subject to any increase after enrollment acceptance for a specific session or during period of attendance.  
**Payment:** All tuition and materials fees are due before the start of classes. All payments are 100% refundable up to the start of classes.  
**Cancellation:** This agreement becomes effective upon acceptance by Recording Workshop. The student retains the right to cancel this agreement at anytime up to the start of classes. All payments made are 100% refunded.  
**Refund Policy:** Students who withdraw after partially completing their training are refunded their tuition less a charge of 5% per day. No refunds are given after the completion of one half of any Recording Workshop program. Refunds will be paid within 30 days of withdrawal confirmation.

**My desired Session of the Music Recording & Audio Production CORE Program is selected below:**

- Winter 2019 (Jan 2 - Feb 1)
- Early Spring 2019 (Feb 18 - Mar 22)
- Late Spring 2019 (Apr 8 - May 10)
- Early Summer 2019 (May 28 - Jun 28)
- Late Summer 2019 (Jul 15 - Aug 16)
- Early Fall 2019 (Sep 3 - Oct 4)
- Late Fall 2019 (Oct 21 - Nov 22)

- For those students who choose to stay in Recording Workshop Housing, rental rates range from \$60 to \$120 per week. A refundable security deposit of \$50 is also required.
- Students who withdraw from classes due to personal illness or emergency may, with administrative approval, return at a future session to complete their training with no addition tuition charge.
- Students must obey all local and state laws and are expected to conduct themselves in a respectful manner. Recording Workshop reserves the right to terminate the enrollment of any student guilty of disruptive behavior or willful destruction of Recording Workshop property.
- Students are required to speak and read English at a high-school level and perform basic arithmetic.
- Students with a handicap that could prevent the use of this training for successful workplace performance, must discuss this condition with the Director's office prior to enrollment.
- Graduates of this program receive Recording Workshop CORE Program Certification. If a student misses more than 20% of scheduled class hours, or if their final evaluation is more than 20% below the class average, this Certification will not be awarded. Recent graduation rates for this program are 97.2% (2017), 97.8% (2016), 98.9% (2015).
- The employability of a graduate depends on a variety of factors. Recording Workshop does not guarantee employment. Job placement assistance will favor those graduates with higher performance evaluations. Recent placement rate for this program are 80.6% (2017), 84.4% (2016), 81.0% (2015). These rates include graduates securing employment with or without school assistance and exclude graduates unavailable for placement.
- In addition to directing complaints to Recording Workshop offices, students may direct such concerns to the State Board of Career College and Schools, 30 East Broad St, Suite 2481, Columbus, OH, 877-275-4219. Registration #: 80-07-0696T.

**I have read the Recording Workshop Catalog Information Materials and this Enrollment Agreement. I agree to abide by the terms and policies as described in these documents.**

Student Signature **X** \_\_\_\_\_ Date \_\_\_\_\_

Recording Workshop Registrar **X** \_\_\_\_\_ Date \_\_\_\_\_