



# FLORIDA VIRTUAL UNIVERSITY ENROLLMENT AGREEMENT

2900 Glades Circle, Suite 800. Weston FL 33327  
PH: 954-845-0661 1-800-252-0683 • Fax: 954-845-8964 • Email: info@fvuonline.com  
www.fvuonline.com

**This application together with the University Catalog constitutes a binding Enrollment Agreement between the student and the University upon acceptance by the University.**

## PERSONAL DATA (Please type or print all information in blue or black ink)

Last Name:	First:	Middle:
Maiden Name:	Social Security:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Address:		
City/State:	Country:	Postal Code:
Home #:	Work/Other #:	Fax #:
Email:	Date of Birth: (mm/dd/yy)	

The following information is required in order to provide statistical data in compliance with federal and state non-discrimination requirements. Response is voluntary and the information will be kept confidential. Refusal to provide this information will not subject the applicant to any adverse treatment.

Race (optional):

- African American    Asian    Caucasian    Hispanic    Native American    Other    Choose not to respond

FVU offers two (2) language tracks: English, Spanish. Please indicate the language in which you desire to take your courses:    English    Spanish

## PROGRAMS

**Please select the Program(s) you wish to study:**

### Master Degree (36 credit hours)

- M.B.A. (Master of Business Administration) with Specialization in General Administration.  
 M.B.A. (Master of Business Administration) with Specialization in Finance.  
 M.B.A. (Master of Information Technology) with Specialization Networking.  
 M.B.A. (Master of Information Technology) with Specialization Security.

### Bachelor Degree (120 credit hours)

- B.S. (Bachelor of Science degree in Business Administration) with Specialization in General Administration.  
 B.S. (Bachelor of Science degree in Business Administration) with Specialization in Finance.  
 B.S. (Bachelor of Science degree in Information Technology) with Specialization in Engineering Technology.  
 B.S. (Bachelor of Science degree in Information Technology) with Specialization in Network Management.  
 B.S. (Bachelor of Science degree in Information Technology) with Specialization in Software Systems.

### Admission Requirements:

#### Graduate:

1. An undergraduate degree from an accredited, state licensed, or government recognized U.S college or university, or an equivalent degree from an accredited college or university outside of the United States.
2. A minimum cumulative grade point average of 2.5 on a scale of 4.0.

#### Undergraduate:

1. An Associate degree from an accredited, state licensed, or government recognized U.S college or university, or an equivalent degree from an accredited college or university outside of the United States.
2. A minimum cumulative grade point average of 2.0 on a scale of 4.0.

## START DATE

FVU offers 5 academic terms per year. Please select the desired academic term to start your studies at FVU.  
 Note: Please check the FVU website for the current start dates.

- Winter Term (January – March)
- Spring (March – May)
- Summer (May – July)
- Summer II (August – October)
- Fall (October – December)

Year: 200\_\_

Class starts may vary depending upon the language of instruction.

## ANTICIPATED COMPLETION DATE:

Students are expected to complete the undergraduate program after 20 terms taking 2 courses per academic term. Students are expected to complete the graduate program after 8 terms taking 2 courses per academic term.

There are 5 academic terms per year at FVU.

## EDUCATIONAL BACKGROUND INFORMATION

(Official Transcripts are required before a degree program is approved)

**LIST ALL HIGH SCHOOL, COLLEGE & UNIVERSITIES INSTITUTION ATTENDED.**

### HIGH SCHOOL

Name of Secondary school/ City/ Country	Dates (year) Attended From and To	Degree or Approximate Number of Credits Earned	Major	Date (Month/Year) Degree Awarded or Expected
Name:				
City & Country:				
Name:				
City & Country:				

### COLLEGES & UNIVERSITIES

Name:				
City & Country:				
Name:				
City & Country:				
Name:				
City & Country:				

## TUITION AND FEES

	<b>Undergraduate Program:</b>	<b>Graduate Program</b>
Tuition	\$15,000.00*	\$6,840.00**
Application for Admission Fee (non-refundable)	\$50.00	\$50.00
Registration Fee	\$50.00	\$50.00
Technology Fee	\$1,000.00	\$200.00
Library Fee	\$200.00	\$40.00
Graduation Fee	\$50.00	\$50.00
Books and Materials	\$4,000.00***	\$1,200.00****
<b>Total:</b>	<b>\$20,350.00</b>	<b>\$8,430.00</b>

\*Based on an undergraduate student taking 120 credit hours at \$125.00 per credit hour (40 courses)

\*\*Based on a graduate student taking 36 credit hours at \$190.00 per credit hour (12 courses)

**Technology Fee** is \$25.00 per term.

**Library Fee** is \$5.00 per term.

**Books and Materials**

\*\*\*Based on 40 courses at \$100.00 per book for the undergraduate program.

\*\*\*\*Based on 12 courses at \$100.00 per book for the Graduate program.

FVU does not sale books and materials. Books can be bought at local bookstore or online at different vendors.

## METHOD OF PAYMENT:

Application Fee for Admission at time of signing enrollment agreement with Registration Fee prior to starting date. Tuition fee, Technology and Library fees are paid at the beginning of each term that courses are taken.

Payment to FVU can be made by Credit Card, Cashier Check/Money Order, personal checks or wire transfer. All payments are to be made in U.S. Dollars.

Select the method of payment for the Application for Admission (\$50.00):

Check (US\$) #
Money Order #
Wire Transfer #
Select Credit Card Company: (    ) MasterCard (    ) Visa

**Credit Card Number:**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**Expiration**

--	--	--

Month      Day      Year

\_\_\_\_\_  
Printed Name of Card Holder

\_\_\_\_\_  
Signature of Card Holder

## CANCELLATION/WITHDRAWAL AND TERMINATION REFUND POLICY

Our cancellation/withdrawal and termination refund policy is designed according to Fair Consumer Practices. Should the student be terminated or decide to cancel for any reason, all refunds will be made according to the following refund schedule:

1. Cancellation/withdrawal must be made online through the Registrar's office or by certified mail.
2. All monies will be refunded if the applicant is not accepted by the University or if the student cancels within five (5) business days after signing the enrollment agreement and making initial payment.
3. Cancellation/withdrawal after the fifth (5) business day, but before the first class, will result in a refund of all monies paid, with the exception of the application for admission fee.
4. Students who withdraw before the end of the drop/add period will be refunded all tuition and fees, with the exception of the application for admission fee, as well as any funds paid to FVU for supplies, books, or equipment that are returned to FVU.
5. The Drop/Add period is the 1<sup>st</sup> week of the term. A "Drop/Add" form must be submitted within the first week of the term and be approved by the Registrar's office prior to refunds being released.
6. Cancellation/withdrawal after the drop/add period will result in a Pro Rata refund according to the chart below.
7. Refunds shall be paid within 30 days after approval by the Registrar's office.
8. The termination date for the refund computation purposes is the last date of actual attendance by the student unless earlier written notice is received by the Registrar.
9. A student can be dismissed at the discretion of the Registrar for insufficient progress, non-payment of tuition and/or fees, or failure to comply with the rules and regulations of the University.
10. Florida Virtual University will keep records on file for any student who is dismissed or denied entry for at least two (2) years.
11. No Fees are refundable except as identified in this section.

Refund Chart	
Date of Withdrawal	% Refund
Before the end of the 1 <sup>st</sup> week	100%
Anytime during 2 <sup>nd</sup> week	80%
Anytime during 3 <sup>rd</sup> week	60%
Anytime during 4 <sup>th</sup> week	40%
Anytime during 5 <sup>th</sup> week	20%
Anytime after the beginning of the 6 <sup>th</sup> week	0%

## APPLICATION VERIFICATION

I certify that the information contained in this enrollment agreement is complete and accurate and that I have read and agree to the admission requirements and refund policies above.

I understand that the submission of inaccurate or incomplete information can be considered sufficient cause for terminating my enrollment at Florida Virtual University.

### **Disclaimer:**

At the present time FVU has no placement services. Graduates of the Spanish-speaking program may encounter employment limitations in the U.S. due to the fact that most businesses require fluency in the English language.

### **Grounds for Termination:**

I agree to comply with the rules and policies and understand that the University shall have the right to terminate this contract and my enrollment at any time for violation of the rules and policies as outlined in the catalog. I understand that the University reserves the right to modify the rules and regulation, and that I will be advised of any and all modifications.

### **Graduation Requirements:**

I understand that in order to graduate from the program, I must successfully complete the required number of scheduled credit hours, as specified in page 12 of the catalog and satisfy all financial obligations to the University.

**DO NOT SIGN THIS CONTRACT BEFORE YOU HAVE READ THIS AGREEMENT OR IF IT CONTAINS ANY BLANK SPACES. ALL SIGNERS HAVE RECEIVED AND READ A COPY OF THIS BINDING DOCUMENT AND CATALOG.**

\_\_\_\_\_  
Signature of Applicant\*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of FVU Official

\_\_\_\_\_  
Date

\*Parent/Guardian's signature if applicant is under 18 years old.

Please mail this application form along with the non-refundable \$50.00 Application for Admission Fee to:  
Florida Virtual University, 2900 Glades Circle, Suite 800, Weston, FL 33327

Once your admission has been approved, you will receive an acceptance letter, and indication of the number of credits approved, and a study plan.