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**2040 E. Murray Holladay Rd, Suite 102B**

**Holladay, UT 84117**

**​385-600-5929 Phone**

**​385-243-3123 Fax**

**information@somniloquy.net**

Let’s Talk Sleep

## *Enrollment Form*

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I intend to register for the “Let’s Talk Sleep Focused 2 Program”. This program is designed to teach students the essential knowledge and hands-on skills to work as a sleep technician or technologist. The program is 80 hours long and will be completed over the course of 8 days. Upon completion of the course students will receive a certificate of completion which can be submitted to the Board of Registered Polysomnographic Technologists (BRPT). This program is available:

|  |  |
| --- | --- |
| **09/29/2022 to 10/06/2022**  Thursday thru Thursday 9:30 AM to 7:30 PM | **10/20/2022 to 10/27/2022**  Thursday thru Thursday 9:30 AM to 7:30 PM |
| **11/10/2022 to 11/17/2022**  Thursday thru Thursday 9:30 AM to7:30 PM | **12/01/2022 to 12/08/2022**  Thursday thru Thursday 9:30 AM to 7:30 PM |
|  |  |
| **A picture containing text  Description automatically generated** | |

**Student Admission Requirements:**

Must be 18 years or older.

Must possess of a high school diploma, General Education Development (GED) Certificate.

​**Granting of prior credit:**

Somniloquy Sleep Education Institute is a non-degree granting proprietary school and we have no formal credentialing beyond our STAR-designation. As such we are unable to accept transfer credits from other schools of higher learning.

​**Standards of Progress and Attendance Policy:**

Students enrolled in the “Let’s Talk Sleep Focused 2 Program” must attend all 86 hours of the program.

Students must complete all learning activities presented during the program and pass a quiz on each topic presented by 80% or more.

Students will also be required to complete a comprehensive examination covering all topics presented throughout the program by 80% or more to receive a certificate completion which may be submitted to the BRPT when applying to take a credentialing exam.

If a student withdraws or is absent from a portion of the program due to unforeseen events beyond student control, then they will be permitted to complete the missed portions of the training during a later program offering at no cost.

Students who need to make up missed hours/topics of the Focused 2 course must complete the missing course hours within 6 months of their program start date. There will be no refund if the student fails to complete all 80 hours/topics within a six-month period.

​**Student Code of Conduct**

Somniloquy Sleep Education Institute students are required and expected to conduct themselves in a mature and considerate manner. Each student is expected to be respectful, sensitive, and courteous to guests, peers, school administrators, and faculty. Students should act in a manner that promotes and facilitates a peaceful and inclusive learning environment.

Students should avoid any behaviors that will disrupt the learning environment, intimidate, or threaten others, or that endanger the safety of others.   
  
They should not commit any illegal activities while on school premises including the unauthorized use, possession, manufacturing, or distribution of illegal drugs, controlled substances, narcotics, or alcoholic beverages or being under the influence of these items while on campus.

Students are expected to show the same courtesy and respect to the building and school premises, materials, and equipment.   
  
Purposeful destruction of property will not be tolerated.  Legal action will be taken against any student who purposefully does so, to recoup the cost of repairs, replacement of damaged property, and loss of revenue due to closure related to repairs.

Students are expected to complete their own course work and take their own examinations. Academic dishonesty is prohibited.   
  
Students in violation of our student conduct policy may be dismissed from Somniloquy Sleep Education Institute's programs and may be asked to leave the premises.    
  
Depending on the severity of the infraction, a verbal or written warning may be issued to the student prior to dismissal to allow an opportunity for improved behavior. Re-entry to the school will be considered on a case-by-case basis by the owner of Somniloquy Sleep Education institute.    
  
Approval for re-entry will be contingent upon the severity of the breach in conduct, improved behaviors, an apologetic attitude, and a written behavioral improvement plan agreeing to abide by the code of conduct moving forward.

​**Job Placement Assistance**

Completion of these courses will not qualify you as a sleep technologist.  These courses are meant to teach students the fundamentals of a career in sleep technology and to help students qualify to take credentialing examinations through the BRPT.  Somniloquy Sleep Education Institute, LLC does not provide job placement assistance and does not guarantee any job, wage, or salary level upon completion of our courses.

**Tuition and Fees**

Tuition for the “Let’s Talk Sleep Focused 2 Program” is **$2,500.00**. There will be no additional fees associated with this program. Somniloquy Sleep Education Institute, LLC will provide all needed learning materials for the program.

**Financial Assistance**

Somniloquy Sleep Education Institute does not currently offer any financial assistance, scholarships, payment plans, or student loans.

​**Cancelation & Refund Policy**

Somniloquy Sleep Education Institute’s cancellation and refund policy follows Utah Administrative Code R152-34-8(3)(a) regarding a three-business-day cooling-off period:

(3) The institution shall adopt a fair and equitable refund policy including:

(a) A three-business-day cooling-off period during which time the student may rescind the contract and receive a refund of all money paid. The cooling-off period may not end prior to midnight of the third business day after the latest of the following days:

(i) the day the student signs an enrollment agreement.

(ii) the day the student pays the institution an initial deposit or first payment toward tuition and fees; or

(iii) the day that the student first visits the institution if the program lasts more than 30 consecutive calendar days.

If students cancel, withdraw, or are dismissed from the “**Let’s Talk Focused 2 Program**”, they will receive a tuition refund, as follows:

1. Students must submit an enrollment agreement before they are accepted as students at the Somniloquy Sleep Education Institute. Students may not register for programs or pay tuition until their enrollment agreement has been received and the student has been accepted into the school.

There is no fee for enrollment and there is no required initial deposit or first payment toward tuition and fees.

The three-business day cooling off period does apply to the day the student signs an enrollment agreement. Students may cancel, withdraw, or be dismissed from the school during this period. However, as no tuition or fees is collected at the time of enrollment, there should be no moneys to refund.

In the event a student does register and pay tuition within the three-day cooling off period and cancels, withdraws, or is dismissed from the school within the three-day cooling off period ending no sooner than midnight on the third day of business after enrollment, the student will receive a full refund of all moneys paid.

1. If a student cancels, withdraws, or is dismissed from the program within the three-business day cooling off period starting after midnight on the day the student registers and pays tuition for the “Let’s Talk Sleep Focused 2 Program” then the student will receive a full refund of all money paid to Somniloquy Sleep Disorder Institute.
2. If a student cancels after the 3-business day cooling off period after paying registration and tuition for the “Let’s Talk Sleep Focused 2 Program” but before attending any portion of the program. They will receive a full refund of all money paid to Somniloquy Sleep Education Institute, minus $100.00 for supplies purchased in anticipation of student participation.
3. Students who cancel or withdraw from the “The Let’s Talk Sleep Focused 2 Program” either within or outside of the three-business day cooling off period, but after attending a portion of the Focused 2 program will not receive a refund of tuition because our program is less than thirty days long.

However, if a student withdraws due to unforeseen circumstances beyond the student’s control, the student will be welcomed back to the Somniloquy Sleep Education institute to complete the unfinished portion of the Focused 2 Program during a later program offering at no additional cost.

1. Students who are dismissed from the “Let’s Talk Sleep Focused 2 Program.” Either within or outside of the three-business day cooling off period after attending a portion of the Focused 2 Program, will not receive a refund of tuition because our program is less than 30 days long.

If a dismissed student requests an appeal to re-enroll in the program and their appeal is approved the student may attend the remaining portion of the program during a later program offering at no additional cost.

Students can cancel or withdraw their enrollment and/or registration via telephone, email, fax, or first-class mail addressed to Somniloquy Sleep Education Institute at 2040 E Murray Holladay Blvd, Suite 102B Holladay, UT 84117.

***\* Students who desire a full refund after the three-business-day cooling-off period and have attended a portion of the Focused 2 course or have been in receipt of course material will not receive a refund except as outlined above.***

**STAR-Designation**

Somniloquy Sleep Education Institute, LLC is a Sleep Technology Approved Resource (STAR) designated Focused 2 sleep technology education provider for the Board of Registered Polysomnographic Technologists (BRPT). The BRPT is an independent nonprofit certification bord for sleep health professionals and is the leading internationally recognized certifying agency in sleep technology. Our STAR education provider code is F2009.

**Registration and Disclaimer Statement**

Somniloquy Sleep Education Institute is**:**

a) REGISTERED UNDER THE UTAH POSTSECONDARY PROPRIETARY SCHOOL ACT (Title 13, Chapter 34, Utah Code).

b) Registration under the Utah Postsecondary Proprietary School Act does not mean that the State of Utah supervises, recommends, nor accredits the institution. It is the student's responsibility to determine whether credits, degrees, or certificates from the institution will transfer to other institutions or meet employers' training requirements. This may be done by calling the prospective school or employer.

c) The institution is not accredited by a regional or national accrediting agency recognized by the United States Department of Education.

I, the undersigned, have read, understand, and agree to abide by all the provisions set forth in the foregoing enrollment agreement.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_

School Rep Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Rep Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_