



The Nehemiah Birthing Project, Inc.

P.O. Box 2804
Laurel, MD 20709

RCDC Tuition Policies & Enrollment Agreement

Purpose

The purpose of this policy is to establish transparent and wise guidelines for paying of tuition and enrollment procedures and the wise stewardship for finances.

1. Enrollment & Deposit Enrollment is cohort-based and limited in capacity. A \$300 non-refundable deposit is required to reserve a seat and is applied toward total tuition. The deposit is non-refundable except in the event of program cancellation by administration.

2. Tuition Payment Full tuition must be paid no later than fourteen (14) calendar days prior to the first scheduled session unless prior written approval has been granted. Failure to remit full payment may result in forfeiture of enrollment and loss of deposit. Accepted payment methods include credit card, debit card, and PayPal.

3. Refund Policy Written withdrawal requests are required.

- More than 30 days before program start: tuition paid beyond the deposit will be refunded.
- 15–29 days before program start: 50% of tuition paid beyond the deposit will be refunded.
- 14 days or fewer before program start: no tuition refund will be issued. Once instruction has begun, tuition is non-refundable.

4. Transfer Policy Transfers to a future cohort are not guaranteed and are subject to administrative approval. Approved transfers may incur a \$100 administrative fee and must occur within twelve (12) months of original enrollment.

5. Scholarships Scholarships of up to 50% of tuition may be awarded based on eligibility and funding availability. Scholarships apply only to tuition and not to the required deposit. Scholarship awards may be revoked if payment deadlines or participation requirements are not met.

6. Program Modification & Cancellation The program reserves the right to modify delivery format, scheduling, or location as necessary. In the event of administrative cancellation, all tuition payments, including deposit, will be refunded or transferred to a future cohort.

7. Certification Requirements Tuition payment guarantees participation in instruction but does not guarantee certification. Certification is awarded only upon successful completion of all program requirements. This program does not confer academic credit, degree status, or state licensure.

8. Force Majeure The program shall not be liable for delay, modification, or cancellation due to circumstances beyond reasonable control, including public health emergencies, natural disasters, facility closures, or governmental restrictions.

9. Dispute Resolution & Governing Law Participants agree to attempt good-faith resolution (Arbitration mediation) of disputes prior to initiating legal action. This agreement shall be governed by and construed in accordance with the laws of the State of Maryland.

10. Acknowledgment Submission of deposit and/or tuition payment constitutes agreement to these Tuition Policies and Enrollment Terms.

Board of Directors
The Nehemiah Birthing Project