

Student Agreement

CDA with CLASS® from Teachstone Inc.

Revised 02/28/2022

Congratulations! We are excited to join you on this next step in your educational journey. Before getting started with your CDA with CLASS program, it is important that you read, understand, and accept the following statements carefully. When you have done this, please indicate your agreement to the provisions by checking the box to the left and signing at the end of the document.

Eligibility Requirements

- I understand that, as an active employee of KinderCare Education, I may be eligible for Education Assistance, such as tuition reimbursement, direct billing, and employee payment options, provided that I meet minimum eligibility requirements. To be eligible for KinderCare Education to pay for my participation in a CDA with CLASS, or CDA Renewal with CLASS course, I must fully meet the following conditions:
 - Be a full-time or part-time employee (Note: part-time employees are only eligible for partial educational benefits under the Education Assistance program).
 - Be actively employed by KinderCare Education throughout the duration of each of the CDA with CLASS program courses.
 - Satisfactorily complete all required coursework and receive a passing grade of C or better for each course taken. Satisfactory completion of coursework is determined by KinderCare Education and Teachstone in their sole and absolute discretion and is generally indicated on the syllabus for each course.
- I understand that I am not eligible to begin the CDA with CLASS or CDA Renewal with CLASS coursework via KinderCare Education Assistance without a current verification of employment and written confirmation that I have Education Assistance funding available to cover the cost of the CDA with CLASS.

Student Responsibilities

- I understand that, if I do not earn a passing grade of C or better for each course taken or if I do not complete any course in its entirety or if I am no longer employed by KinderCare Education at the end of any of the three courses in CDA with CLASS, or CDA Renewal with CLASS course, I will be personally responsible for payment of coursework not covered or provided by KinderCare Education.
- I understand that I may cancel my enrollment and participation in CDA with CLASS within fifteen (15) business days (Weeks 1-3) of the start of a course with no financial cost. After the 15-business-day drop period, I am responsible for the prorated cost of tuition based on the following schedule:
 - Weeks 1-3 = No Cost
 - Week 4 = \$175
 - Week 5 = \$219
 - Week 6 = \$263
 - Week 7 = \$307
 - Week 8 = \$350
- I understand that the credit card I provide will be charged based on the prorated schedule listed above if I cancel my enrollment. Additionally, I understand that the credit card I provide will be charged for the difference in the cost of the course and the amount of assistance provided for me if I do not have sufficient funds in my education assistance allotment for any reason, including partial funding due to my current employment status.
- I understand that CDA with CLASS is a series of three (3) eight (8) week courses delivered consecutively. I must abide by the individual course syllabus for completion criteria and I must complete all three courses and be approved by KinderCare at course 3 completion to access my application fee voucher for the CDA credential.
- I understand that CDA Renewal with CLASS is a single eight (8) week course. I must abide by the individual course syllabus for completion criteria and I must complete the course and be approved by KinderCare at course completion to access my application fee voucher for the CDA credential.
- I understand that I must check the email (inbox and junk/spam) I provided at the time of registration a minimum of once each week during the program duration for important messages and information from the CDA with CLASS team.
- I understand that the CDA credential or the renewal credential is not automatically awarded upon completing the CDA with CLASS coursework. I will receive guidance about completing my application to the Council for Professional Recognition at the completion of the CDA with CLASS or CDA Renewal with CLASS program. I understand that the Council for Professional Recognition will award the CDA credential or renewal based on my fulfillment of all Council

requirements. Neither Teachstone Inc., nor KinderCare Education has the authority to issue CDA credentials.

- I understand that it is my responsibility to complete and submit the online CDA Credential or Renewal Application to the Council for Professional Recognition. The CDA Credential Application fee is included in the cost of the program. To access my application fee voucher, I must submit my Your Council Customer ID# to Teachstone within 45 days of program completion. I understand that my account must be paid in full either through the use of Education Assistance dollars or by me via credit card in order to redeem my voucher.
- For CDA with CLASS three (3) course program, I understand that after completing each course with a passing grade in the CDA with CLASS program, I will receive three (3) college credits per course from Teachstone's academic partner Waldorf University. I understand that during coursework, I will not be considered an "enrolled student" at Waldorf University and, therefore, not eligible for any student benefits at this institution.
- For the CDA Renewal with CLASS course, I understand that after completing the CDA Renewal with CLASS course, I will receive 4.5 Continuing Education Units (CEUs) if I have received a passing grade. Teachstone is accredited by the International Association for Continuing Education and Training (IACET).
- I understand that if my employment with KinderCare terminates within one (1) year from the date my course was completed, I will be required to repay KinderCare for the full tuition amount paid on my behalf.

Student Information Sharing Policies

- I give Teachstone Inc., permission to provide KinderCare Education with certain educational records deemed necessary for CDA with CLASS or CDA Renewal with CLASS, including, but not limited to, grades/GPA, attendance records, academic progress, status, address, phone number, email address, courses completed, and dates of completion.
- I give Teachstone Inc., permission to provide certain personal or educational records deemed necessary to its academic partner to secure college credits, including, but not limited to, name, grades/GPA, attendance records, academic progress, status, address, phone number, birthdate, courses completed, and dates of completion.
- I give Teachstone Inc., permission to retain personal and educational records deemed necessary to grant CEUs and make program improvements, including, but not limited to, name, grades/GPA, attendance records, academic progress, status, address, phone number, courses completed, and dates of completion.

- I give Teachstone Inc., permission to provide certain personal or educational records deemed necessary to the Council for Professional Recognition for completion of CDA certification including, but not limited to, name, grades/GPA, attendance records, academic progress, status, address, phone number, courses completed, and dates of completion.
- I understand that Teachstone Inc., reserves the right to add or revise any content offered in CDA with CLASS or CDA Renewal with CLASS.

All eligibility and participation in CDA with CLASS is at the discretion of KinderCare Education and Teachstone Inc.

You will NOT be charged if you have KinderCare education assistance dollars, are employed by KinderCare throughout the course and you pass the course with a C or higher.

WE WILL VALIDATE YOUR CARD BY HOLDING \$1.00, ONCE APPROVED the \$1.00 WILL BE RELEASED BACK TO YOUR CARD. IF YOUR CARD IS DECLINED YOU CANNOT PROCEED.

If you do not have Educational Assistance dollars available you will not be enrolled and will not be charged.

By accepting the terms and agreement, I attest that I have read and understand the above information and agree to adhere to the provisions of this Agreement.