



42 North Water Street Port Hadlock, WA 98339

Ph: 360-385-4948 **Fax:** 360-385-5089 **Email:** Info@nwboatschool.org **Web:** www.nwboatschool.org

Dear Future Boatbuilder,

I'm pleased that you are interested in attending the Northwest School of Wooden Boatbuilding. I have attached an Enrollment Agreement for our next program beginning Monday, October 4, 2010. You will also find a Financial Responsibility Form, and the Associate Degree General Education Requirements Form. Please read these forms, sign where indicated, and return to the school along with payment of \$300, of which \$100 is the registration fee and \$200 is the refundable tuition deposit. Please refer to the "How to Apply" list for guidance as you proceed.

Please request transcripts to be sent to us from your high school **or** college in a sealed envelope, for the proof of your high school graduation requirement **or** equivalent documentation such as a GED transcript. You can often do this by contacting your school or college by phone, mail, or on their website. Let me know if you need assistance. We must have a copy of these records in order to process your paperwork.

Upon receipt of these completed forms, transcript, and the \$300, I will send confirmation of your enrollment to you along with a copy of the Enrollment Agreement for your records. International students must contact me to acquire and submit the International Student Financial Statement with a letter of proof of funds from a financial institution.

The \$100.00 registration fee is non-refundable after 5 days from enrollment. Please note that the remaining tuition is due by Friday, September 3, 2010.

Please call or email me with *any* questions that you may have. I hope to hear from you soon.

Sincerely,

Kendra Seaman
Student Services Administrator



42 N. Water Street, Port Hadlock WA 98339 • 360-385-4948 • www.nwboatschool.org

How To Apply For Enrollment

Please follow these instructions to ensure a timely and accurate enrollment process.

1. Complete and sign the enclosed Enrollment Agreement, and Financial Responsibility Statement.
2. Return the forms along with the \$100.00 (U.S.) registration fee and a \$200.00 (U.S.) tuition deposit to:

**Northwest School of Wooden Boatbuilding
Attn: Admissions
42 N. Water Street
Port Hadlock, WA 98339**

3. Payment may be made by cash, check, money order, bank wire or credit card (we accept Visa and MasterCard).
4. **You must include** a copy of your high school diploma, GED certificate **or** college diploma and/or transcript in order to reserve a space in the program. They must be sent from the institution in a sealed envelope. Your enrollment paperwork will not be accepted until we receive this additional paperwork. Enclosed is a Transcript Request form to help you obtain these documents.

5. Twelve-Month Associate Degree of Occupational Studies Programs:

In addition to the above listed forms, you must also complete and sign the **General Education Requirements Form.**



Application and Enrollment Agreement

42 N. Water Street Port Hadlock WA
 360-385-4948 www.nwboatschool.org
 A not-for-profit 501(c)3 educational institution

This agreement is between the Northwest School of Wooden Boatbuilding (hereinafter NWSWB), 42 North Water Street, Port Hadlock, Washington 98339 and the applicant described below (hereinafter the STUDENT).

Yes, I have received and read a copy of the NWSWB school catalog which I understand is incorporated by reference herein to this agreement

Check this box if you do not intend on seeking employment in the boat building or woodworking fields upon completion of your coursework at the Northwest School of Wooden Boatbuilding.

Applicant Information

Full Name:				Date:	
	<i>Last</i>	<i>First</i>	<i>M.I.</i>		
Permanent Address:					
	<i>Street Address</i>	<i>Apartment/Unit #</i>			
	<i>City</i>	<i>State</i>	<i>ZIP Code</i>	<i>Country</i>	
Mailing Address:					
	<i>Street Address</i>	<i>Apartment/Unit #</i>			
	<i>City</i>	<i>State</i>	<i>ZIP Code</i>	<i>Country</i>	
Daytime Phone:	()	E-mail Address:			
Evening Phone:	()				
Social Security No.:		Birth Date:		Place of Birth:	
Citizenship:		Gender:	<input type="checkbox"/> Male <input type="checkbox"/> Female		
Emergency Contact:		Emergency Contact Phone:(()		
Emergency Contact Address:					

Prior Education

Do you have a high school/high school equivalency diploma?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Granting Institution: College Completed	City/State:
Number of Years Completed:	Degree Earned:
School Name: Professional, Vocational, or Graduate School Training	City/State:
Number of Years Completed:	Degree/Diploma/Certificate Earned:
School Name:	City/State:

Employment Information

Current Employer:

Position:

How Long?

Background Information

Do you have any previous woodworking or boatbuilding experience? Yes No

If Yes, please describe:

What is your primary reason for enrolling in NWSWB? (check box below)

Improve employment qualifications

To make a career change

General interest/learn a hobby

What are your professional goals, short and long term?

Tell us about your interests, attributes, and hobbies, etc.:

Racial/Ethnic Background

Please check the box which most accurately reflects your racial/ethnic background (optional)

African American/Black

Caucasian/White

Multiracial, please specify:

American Indian or Alaska Native

Hawaiian Native or other Pacific Islander

Other, please specify:

Asian

Hispanic

Referral

How did you find out about NWSWB?

Internet/Website

Professional Boatbuilder Magazine

Met an Alumni

Wooden Boat Magazine

Guidance/Career Counselor

Word of Mouth

Fine Woodworking Magazine

Port Townsend Wooden Boat Festival

Other:

Military Benefits

Will you be using Military Benefits while attending the boat school? Yes No

If yes, what type of military benefits will you be using? (Check all that apply)

Chapter 30

Chapter 35

Chapter 903

Tuition Assistance

Chapter 31

Chapter 1606

Chapter 301

Other:

Chapter 32

REAP (1607)

Chapter 33 (Post 9/11)

Note about Military Benefits: Individuals are responsible for applying for their VA Benefits through the VA. Apply online at <http://www.gibill.va.gov/>.

Tuition and Cost Schedule*

*

Tuition Period	Attendance Days/ Hours	Credits Earned	Dollar Amount per Credit	Tuition
9-Months (3 quarters)	180/1260	75	\$159	\$11,925
12-Months (4 quarters)	240/1680	100	\$159	\$15,900

Additional Costs for all Programs*

Items	Cost	Notes
Registration Fee	\$100.00	Due with Enrollment Agreement, along with a \$200.00 tuition deposit, in order to hold your place in the program.
Woodworking Tools	\$1300.00	Varies. Cost assumes student has no tools. Tool lists provided approximately 2 months before class begins. Most tools can be purchased through the school.
Drafting Tools	\$80.00	Needed for Drafting course which takes place during the Basic Skills Quarter. Drafting tool kits ordered through the school.

**NWSWB will not increase tuition or fees without the student's written acceptance. Any tuition increases for certificate/diploma/degree programs will not affect currently enrolled students.*

Quarter Schedule

Fall Quarter 10/04/2010-12/23/2010	Winter Quarter 1/3/2011-3/25/2011	Spring Quarter 4/4/2011-6/17/2011	Summer Quarter 7/05/2011-9/16/2011
100 Basic Skills for Boatbuilding	140 Large Craft Part I	240 Large Craft Part II	270 Repair & Restoration
	150 Small Craft Part I	250 Small Craft Part II	280 Yacht Interiors
	160 Contemporary Part I	260 Contemporary Part II	

Class Hours

Class is held Mondays, 9am-5pm, and Tuesday through Friday, 8am-5pm. Total Hours per week: 39

Program Enrollment

By Signing this Enrollment Agreement, I intend to enroll in the following program: *(Please check appropriate box)*

Program Title	Award	Start Date	End Date
<input type="checkbox"/> 9-month Traditional Small Craft Construction	Diploma	10/04/2010	6/17/2011
<input type="checkbox"/> 9-month Traditional Large Craft Construction	Diploma	10/04/2010	6/17/2011
<input type="checkbox"/> 9-month Contemporary Wooden Boatbuilding	Diploma	10/04/2010	6/17/2011
<input type="checkbox"/> 12-month Traditional Small Craft Construction	Associate Degree of Occupational Studies	10/04/2010	9/16/2011
<input type="checkbox"/> 12-month Traditional Large Craft Construction	Associate Degree of Occupational Studies	10/04/2010	9/16/2011
<input type="checkbox"/> 12-month Contemporary Wooden Boatbuilding	Associate Degree of Occupational Studies	10/04/2010	9/16/2011

Tuition Payment Acknowledgement

I understand that each quarter's tuition is due 30 days prior to the beginning of the quarter session. I understand that the refund policy/refund schedule applies to each individual quarter's tuition schedule and amount only.

Associate Degree Programs Only

I elect to take the following 4th quarter class: *(Please check appropriate box)* Repair & Restoration 270 Yacht Interiors 280

Waiver of Liability

The STUDENT agrees, in consideration of being allowed to enroll in programs or courses offered by the NWSWB, to assume all risks of injury in connection with said programs or courses and hereby releases, discharges and waives the NWSWB, its agents, employees, officers, successors and heirs, from all claims, demands, actions, judgments and executions which STUDENT now has or may have for any harm, injury, or damage, whether actual or implied, which may result while STUDENT is enrolled at the NWSWB, including all risks connected herewith, whether known or unknown, and injuries to property, real or personal. STUDENT further agrees to hold harmless said NWSWB and persons from any claim by STUDENT or STUDENT's family, estate, heirs or assigns, arising out of STUDENT's enrollment and participation in NWSWB now and in the future.

General Provisions

- Prior to being enrolled in NWSWB, the applicant whose name appears above has been made aware of the legal obligations he/she takes on by entering into a contract for training. The STUDENT recognizes that he/she should be cautious about acquiring an excessive debt burden that might become difficult to repay given employment opportunities and average starting salaries in his/her chosen occupation.
- This agreement is binding only when officially accepted and the agreement is fully completed, signed and dated by STUDENT or STUDENT's guardian if he/she is a minor.
- Any changes in this agreement shall not be binding on the STUDENT or the NWSWB unless such changes have been approved in writing by the Director of the NWSWB, or authorized representative, and by the STUDENT or STUDENT's guardian if he/she is a minor.
- While every effort will be made to place graduates in the boatbuilding industry following graduation-if that is requested-no guarantee of employment is offered or implied. No employee or agent of the NWSWB is authorized to make or imply, either verbally or in writing, that such a guarantee exists. The STUDENT agrees to waive all liability to NWSWB regarding any lost employment whether actual or implied.
- If you have not started training, you may cancel this contract by providing written notice of such cancellation to the school at its address shown on the contract. The notice must be postmarked not later than midnight of the fifth business day (excluding Sundays and Holidays) following your signing this contract or the written notice may be hand delivered to the school with that time. In event of dispute over timely notice, the burden to prove service rests with the applicant.
- It is an unfair business practice for the school to sell, discount or otherwise transfer this contract or promissory note without the signed written consent of the STUDENT or his/her financial sponsors and a written statement notifying all parties that the cancellation and refund policy continues to apply.

Execution of Contract

STUDENT STATEMENT: I state that: I have a high school diploma or equivalent, the physical and health capacity to undertake the day-to-day work and the ability to understand written and oral instruction given in English. I am of lawful age and legally competent to sign this contract and release. I understand that the terms are contracted and not a mere recital. I have read this contract and release and understand all its terms. I have read both sides of all pages of this agreement before signing. I have received a copy of the appropriate program catalog. I also acknowledge that I will receive a copy of this signed agreement upon acceptance by the school. I understand and accept that repayment obligations will be placed upon me by any loans or other financing arrangements I enter into as a means to pay for my training. I declare under penalty of perjury that the information provided herein is true and accurate to the best of my knowledge. I execute it voluntarily and with full knowledge of its significance.

DO NOT SIGN THIS AGREEMENT BEFORE READING IT OR IF IT CONTAINS ANY BLANK SPACES. THIS IS A LEGAL INSTRUMENT. ALL PAGES OF THIS CONTRACT ARE BINDING. READ BOTH SIDES OF ALL PAGES BEFORE SIGNING. YOU ARE ENTITLED TO AN EXACT COPY OF THE AGREEMENT, SCHOOL CATALOG AND ANY OTHER PAPERS YOU SIGN.

STUDENT Applicant Signature: _____ Date: _____

Parent or Guardian's Signature (if STUDENT is a minor): _____ Date: _____

Acceptance by NWSWB

STUDENT: Do not write in this box-school use only. This Agreement is now valid until accepted by a NWSWB Representative.

Authorized NWSWB Representative: _____ Date: _____

Title: _____

NWSWB is licensed under Chapter 28C.10 RCW; inquiries or complaints regarding this or any other private vocational school may be made to the Workforce Training & Education Coordinating Board, 128 10th Ave. SW, PO Box 43105, Olympia, WA 98504-3105, 360-753-5662.

NWSWB is accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC). The ACCSC is listed by the US Department of Education as a nationally recognized accrediting agency.



Financial Responsibility Statement

Notice:

Washington State law requires the following information to be supplied to each student enrolling in a private vocational school licensed under RCW 28C.10. One copy of this notice bearing original signatures must be attached by the school as an addendum to that individual's enrollment agreement and/or training contract and a facsimile thereof or a second signed copy must be provided to the enrollee by the school together with his/her copy of that contract/agreement.

Acknowledgement by Enrollee

1. I understand and accept that any contract for training I enter into with the above named school contains legally binding obligations and responsibilities.
2. I understand and accept that repayment obligations will be placed upon me by any loans or other financing arrangements I enter into as a means to pay for my training.
3. I understand that any enrollment contract I enter into shall not be binding or take effect for at least five days, excluding Sundays and holidays, following the last date such a contract is signed by the school and myself, provided that I have not entered classes sooner.

Signed: _____

Parent or Guardian [if a minor]: _____

Date: _____

ACKNOWLEDGEMENT BY SCHOOL

Prior to being enrolled in this school, the applicant whose name and signature appears above has been made aware of the legal obligations he/she takes on by entering into a contract for training. Information has been given to the student that includes cautions by the school about acquiring an excessive debt burden that might become difficult to repay given employment opportunities and average starting salaries in his/her chosen occupation.

Signed: _____

Title: _____

Date: _____



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Associate Degree General Education Requirements

General Education Requirements:

The U.S. Department of Education has determined that students awarded an associate degree of occupational studies must have a minimum of 13.5-quarter hours (135 clock hours) of general education or applied general education courses. General education is defined as courses in natural and physical sciences; social and behavioral sciences; and humanities and fine arts which are designed to develop essential basic academic skills for enhanced and continued learning and career development. Applied general education is defined as courses directly applicable to a specific occupation or occupational cluster in related natural and physical sciences; social and behavioral sciences; technology; and humanities and fine arts which enhance the ability of an individual to apply academic and occupational skills in the workplace. You will need to fulfill 4.5 quarter credits in addition to your coursework at NWSWB. This is the equivalent to one additional course at a community college.

Credit Transfers:

Students who have already earned college credits in General Education and wish to acquire the associate degree may transfer credits from accredited colleges and universities. We do not charge for credit transfers. A sealed transcript sent from the accrediting school is required, and grades of C-average or greater are required for transfer credits. Transcripts should be received no later than **ninety days** from your enrollment date.

Have transcripts sent to: **Northwest School of Wooden Boatbuilding**
Attn: Admissions
42 N. Water Street
Port Hadlock, WA 98339

Please check one or both of the statements below as applicable to you.

- I have requested a sealed transcript be sent from my former college or university to the Northwest School of Wooden Boatbuilding for the purpose of transferring credits towards the Associate Degree program.
- It is my intention to fulfill the associate degree general education requirements by pursuing courses before, during or after my attendance at the Northwest School of Wooden Boatbuilding. I understand these courses must be completed within four and one-half months of my last date of attendance at the Northwest School of Wooden Boatbuilding for the degree to be granted.

Signed: _____ Print Name: _____

Dated this _____ day of _____ 2010



Supplemental Courses Enrollment Agreement

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This agreement is between the Northwest School of Wooden Boatbuilding (hereinafter NWSWB), 42 North Water Street, Port Hadlock, Washington 98339 and the applicant described below (hereinafter the STUDENT).

Supplemental Courses are not accredited.

Applicant Information					
Full Name:				Date:	
	<i>Last</i>	<i>First</i>	<i>M.I.</i>		
Mailing Address:					
	<i>Street Address</i>	<i>Apartment/Unit #</i>			
	<i>City</i>	<i>State</i>	<i>ZIP Code</i>	<i>Country</i>	
Daytime Phone:	()	E-mail Address:			
Evening Phone:	()				
Emergency Contact:		Emergency Contact Phone:()			
Emergency Contact Address:					

Supplemental Course Information					
Course	Course Dates	Course Days	Course Hours	Number of Days	Instructor
Sailmaking	Fall Quarter October 5- December 16, 2010	Tues., Thurs, Saturdays	5:30-8:30pm Or Sat. 9-4	22	Sean Rankins
Boat Design	Winter Quarter January 11-March 24, 2011	Tuesdays & Thursdays	5:30-8:30pm	22	David Blessing

Tools and Materials Recommended for Supplemental Programs			
Course	Books	Tools	Approximate Cost
Sailmaking	The Sailmaker's Apprentice by Emiliano Marino	Sailmaker's Palm (not required)	\$100
Boat Design	The Preliminary Design of Boats & Ships by Cyrus Hamlin	None	\$35

Program Enrollment

By signing this Enrollment Agreement, I intend to enroll in the following Supplemental Programs: *(Please check appropriate boxes)*

Program Title	Registration Deposit This will hold your place in the class.	Remaining Tuition Due two weeks prior to class starting.	Total Tuition
<input type="checkbox"/> Sailmaking	\$100	\$495	\$595
<input type="checkbox"/> Boat Design	\$100	\$495	\$595

Substantial Changes to the Course Dates

Changes of Start Dates or Schedule by NWSWB

NWSWB reserves the right to cancel or reschedule a course or program due to low enrollment or other causes. If the NWSWB cancels or reschedules a course, or the class starting date is amended by 21 days or more, STUDENT will be notified of such an event in writing 30 days prior to such change and is entitled to a refund of all tuition paid unless such changes are agreed upon in writing by the STUDENT.

Refund Policy

1. If training is terminated after the STUDENT enters classes the school will retain a percentage of the total tuition due to the school based on the Refund Schedule below.
2. Any refunds due will be paid within 30 days from the last date of attendance or within 30 days from the date of receipt of written or verbal notification of cancellation.

Refund Schedule

One week or up to 10% of class transpired, whichever is less	10% Tuition Retained
More than one week or 10%, whichever is less, but less than 25% of class transpired	25% Tuition Retained
25% through 50% of class transpired	50% Tuition Retained
More than 50% of class transpired	100% Tuition Retained

Tuition Payments

A deposit of \$100.00 per course must accompany this signed enrollment agreement. Payment of this deposit reserves the STUDENT's enrollment in the selected courses. The remaining tuition amount due of \$495 per course must be paid 2 weeks prior to the course beginning. The \$100.00 deposit may be paid by check, cash, and money order, MasterCard or Visa. The NWSWB reserves the right to adjust tuition rates once a year if required, which adjusted rates will become effective at the beginning of the fall quarter.

Deposit by Visa or MasterCard

Please charge the \$100.00 registration deposit (per course) to my Visa MasterCard

16-Digit Card Number: - - - Expiration Date: 3-Digit PIN:

Authorized Card Signature: _____ Date: _____

Waiver of Liability

The STUDENT agrees, in consideration of being allowed to enroll in programs or courses offered by the NWSWB, to assume all risks of injury in connection with said programs or courses and hereby releases, discharges and waives the NWSWB, its agents, employees, officers, successors and heirs, from all claims, demands, actions, judgments and executions which STUDENT now has or may have for any harm, injury, or damage, whether actual or implied, which may result while STUDENT is enrolled at the NWSWB, including all risks connected herewith, whether known or unknown, and injuries to property, real or personal. STUDENT further agrees to hold harmless said NWSWB and persons from any claim by STUDENT or STUDENT's family, estate, heirs or assigns, arising out of STUDENT's enrollment and participation in NWSWB now and in the future.

Applicant's Signature

STUDENT Applicant Signature: _____ Date: _____

Parent or Guardian's Signature (if STUDENT is a minor): _____ Date: _____

Acceptance by NWSWB

STUDENT: Do not write in this box-school use only. This Agreement is now valid until accepted by a NWSWB Representative.

Authorized NWSWB Representative: _____ Date: _____

Title: _____

Experience Northwest School of Wooden Boatbuilding!

1. Go to: www.nwboatschool.org
2. Click on “Tour our Campus” in the left column
3. Click on “16 minute video”
4. After you watch the video, return to Home Page
5. Click on the “Flickr Photos” link on right in the blue column
6. View pictures of students building boats!

How to Apply For Federal Student Aid

Students who wish to apply for Federal Student Aid (FSA) will need to complete a **2010/2011 FASFA** (free application for federal student aid) online at www.fafsa.ed.gov. There is never a fee to apply for FSA, so please make sure you are on the Government website. Additional information about FSA can be found at www.studentaid.ed.gov.

OUR SCHOOL CODE IS: 041550

The Department of Education has streamlined the FASFA process making it user friendly for 2010/2011. Students can now electronically link to the IRS for FAFSA tax return data. Although you may estimate your 2009 income tax data, we strongly suggest that you complete your 2009 Federal Income tax return prior to applying for FSA. Our school does not impose a deadline for completing the FASFA, but it is highly recommended that students apply for financial aid concurrent with enrollment as space is limited to approx. 44 students.

Students enrolled in 9 or 12 month programs can participate in the Pell Grant, Direct Student Loan (Stafford/William D. Ford), and the Plus Loan (for parent borrowers) programs.

Basic Information on FSA programs for 2010/2011:

Federal Pell Grant

A Federal Pell Grant, unlike a loan, does not have to be repaid. Pell Grants are usually awarded only to undergraduate students who have not earned a bachelor's or a professional degree. The maximum Pell Grant award for the 2010-2011 award year (July 1, 2010 to June 30, 2011) is \$5,550. Pell Grants are based on the student's financial need.

Students enrolled in a 12 month AOS Degree program attending Summer Quarter 2011 may be eligible for an additional Pell Grant of up to \$1,850 for the Summer Quarter. Students will need to submit a 2011/2012 FAFSA for the second award.

William D. Ford Federal Direct Student Loan/ Stafford (Direct Student Loan)

dependent undergraduate students may be eligible to borrow up to:

- \$5,500 (no more than \$3,500 of this amount can be in subsidized loans)

independent undergraduate students may be eligible to borrow up to:

- \$9,500 (no more than \$3,500 of this amount may be in subsidized loans)

The 2010/2011 interest rate is 4.5%. Payments are deferred while you are in school and for up to 6 months after graduation. Students attending Summer Quarter 2011 may be eligible for an additional loan for the Summer 2011 Quarter. Students will need to submit a 2011/2012 FAFSA for the second loan.

PLUS LOAN PROGRAM

Parent Loans for dependent undergraduate students. For information see www.studentaid.ed.gov.