



International Institute of Clinical Sexology
9620 NE 2nd Avenue, Suite 205
Miami Shores, FL 33138

ENROLLMENT AGREEMENT **Doctoral Program in Clinical Sexology**

Purpose of This Document

The requirements in this document are to comply with Rule 6E-1.0032(8), F.A.C. This Enrollment Agreement serves as a binding agreement between the International Institute of Clinical Sexology (hereinafter to be referred to as “IICS”) and students to be enrolled in the Doctoral Program in Clinical Sexology (hereinafter to be known as “the Program”). It will go into effect immediately upon acceptance of IICS and the student.

Purpose of the Institution

“Sexology” is the study of sex or of the interaction of the sexes, especially among human beings. “Clinical” is relating to or based on work done with real patients. Therefore, the purpose of this institution is to educate and prepare healthcare providers with the knowledge and skills needed to incorporate Clinical Sexology into their practices. “Healthcare” encompasses the fields of psychotherapy, psychology, medicine, ministerial service, education, coaching, and other human service professions.

The program is comprised of three components: Basic Clinical Sexology Education, a specialty education track with a selection of areas of practice from which the student can choose, and a dissertation or doctoral project.

Mission of the Institution

IICS is a private, for-profit, educational institute that offers a Ph.D. in Clinical Sexology to licensed and license-eligible professionals in the healthcare field who intend to practice Sex Therapy, Consulting or Coaching, or provide Sex Education as an adjunctive service to their clinical specialty.

The Clinical Sexology program is designed to provide a curriculum that will prepare clinicians to work with a wide array of sexual concerns in a variety of treatment settings.

Licensure Status

IICS is licensed under the Florida Department of Education by the Commission for Independent Education (CIE) and is authorized to grant Doctor of Philosophy in Clinical Sexology degrees.

THE ACCREDITING AGENCY(S) OR ASSOCIATION(S) LISTED BELOW IS/ARE NOT RECOGNIZED BY THE UNITED STATES DEPARTMENT OF EDUCATION AS AN

APPROVED ACCREDITING AGENCY. THEREFORE, IF YOU ENROLL IN THIS INSTITUTION, YOU WILL NOT BE ELIGIBLE FOR TITLE IV FEDERAL FINANCIAL ASSISTANCE, STATE STUDENT FINANCIAL ASSISTANCE, OR PROFESSIONAL CERTIFICATION. IN ADDITION, CREDITS EARNED AT THIS INSTITUTION MAY NOT BE ACCEPTED FOR TRANSFER TO ANOTHER INSTITUTION, AND MAY NOT BE RECOGNIZED BY EMPLOYERS: THE ACCEPTANCE OF THE ACCEPTANCE OF THE TRANSFER OF CREDIT IS UP TO THE TRANSFERRING INSTITUTION.

Therapist Certification Association

Graduates of IICS will be eligible for certification as Sex Therapists, Clinical Sexologists, or Sexology Educators through the Therapist Certification Association.

Licensed by the Commission for Independent Education. Additional information regarding IICS may be obtained by contacting the Commission for Independent Education, Department of Education, 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400, toll-free telephone number (888)224-6684.

Time Required

This program is structured in three components: Clinical Sexology education, Specialty Concentration education, and Dissertation or Doctoral Project.

The Clinical Sexology education consists of 54 credits and can be completed in twelve (12) months.

The Specialty Concentration education consists of 20 credits and the completion time is ten (10) months. This area may be taken concurrently with the Clinical Sexology education.

The student will have one year to complete the Dissertation or Doctoral Project, which is worth 22 credits.

A total of 96 credits are required for completion.

Credential for Satisfactory Completion

Each student who completes the required 96 credits and passes the exams in each area will receive a Doctor of Philosophy degree in Clinical Sexology.

Fee Schedule effective September 2019

Total Program Tuition

The Ph.D. in Clinical Sexology is comprised of three segments and the fees are as follows:

Clinical Sexology education	\$10,450.00
Specialty area of education	\$3,800.00
Dissertation or Doctoral Project	\$3,990.00
Total Educational Cost:	\$18,240.00

Administrative Fees and Costs

Application Fee (one-time)	\$100.00
Transcript Request Fee	\$10.00 (each)
Re-Entry Fee	\$100.00
Duplicate Certificates, PDF	Hard copy \$30 \$15
Duplicate Diploma:	Hard copy only \$75
Oral Exam Cancellation and Rescheduling	\$100

Students may work with IICS to formulate a payment plan as specified in **Terms of Payment of Tuition and Fees**. The default payment in this form is \$735 per month over 24 months, or \$588 per month over 30 months.

Textbooks and Supplies

Students are required to purchase their own textbooks from either retail or online suppliers. The estimated cost for Clinical Sexology is \$240. The Specialty Concentration's cost is dependent on which Specialty Concentration the student selects.

Cancellation and Institutional Refund Policy

A student may withdraw from the program prior to taking any classes, regardless of number of days, and will be refunded all tuition paid within 30 days, minus a 5% administrative fee. Withdrawal must be made in person, via Certified Mail, or via email with a return receipt requested.

If a student is terminated, the Cancellation and Refund Policy will be applied. Students may be terminated from the program by the IICS Board for just cause as described under the **Student's Responsibility** section. Refunds in this case will be the same as student withdrawals.

Textbooks are the property of the student and are not subject to refund

IICS has open enrollment, so a student's start date will be based on the first class that student attends.

Drop/Add Period

A student's drop/add period will be calculated based on date of enrollment. Students will have 7 days to withdraw from the program without penalty.

Should a student's enrollment be terminated or cancelled for any reason, all refunds will be made according to the following refund schedule:

1. Cancellation can be made in person, by electronic mail with return receipt, by Certified Mail or by termination.
2. The \$100 application fee will not be refunded if the school does not accept the applicant. If a student cancels after the seven (7) days following acceptance and enrollment, but

before the first class, a refund of all monies paid will be made, except for a 5% administrative fee.

3. All classes have a number of credits assigned to them and tuition for each credit is \$190. Once a student has begun classes, refunds or tuition owed will be calculated based on classes attended.
4. Termination Date: In calculating the refund due to a student, the last date of actual attendance by the student is used in the calculation unless earlier written notice is received.
5. Refunds will be made within 30 days of termination of students' enrollment or receipt of Cancellation Notice from student.
6. Students are encouraged to notify IICS prior to the start of their program segment should they need to take an academic interruption during the program. All schedule changes must occur no later than the end of the first week of the start date to not incur all segment charges.

Class Attendance Requirements

Students are required to attend all classes to obtain credit.

Students may not record any classes using any recording media without the express permission of the Director. This includes phones, tablets, cameras, or other recording devices. It is possible that in the event of a student with a disability needing to record using specialized equipment that permission to record will be granted. Students may take written notes during class.

Students attending via live webinar are required to keep their cameras on to confirm attendance throughout the classes. In the event that a student does not have an operative camera or is unable to keep a camera on, they may request that the instructor otherwise confirm attendance through random requests for audio or chat communication.

Students may miss up to 3 classes. To receive credit, they must watch the recorded class video and submit a summary.

Transferability of Credits

Units or credits applied toward the award of the IICS PhD may be derived from the following:

Units or credits may be earned at and transferred from other postsecondary institutions, when congruent and applicable to the IICS program and when validated and confirmed by IICS. The maximum amount of transferable credits accepted may not exceed 20 credits.

Units or credits obtained from a Therapist Certification Association (TCA) institution may not exceed forty-eight (48) credits. These institutions include the following: The Sex Therapy Training Institute, the Addictions Therapy Training Institute, and the International Transgender Certification Association.

Transferability of IICS credit is at the discretion of the accepting institution, and it is the student's responsibility to confirm whether or not credits will be accepted by another institution of the student's choice. IICS has no written articulation agreements with other institutions.

Enrollment Requirements

Upon acceptance into the program, students will complete the Application and Enrollment Agreement and submit their \$600 deposit before starting classes. Within 30 days, IICS needs to receive the official graduate transcripts, two letters of recommendation from professionals who can attest to the student's abilities to complete a doctoral program, and a photo for the Student ID. All documents become the sole property of International Institute of Clinical Sexology (IICS) and cannot be forwarded to another institution or returned to the applicant.

Admissions Committee

At this time, Dr. Carol Clark is the sole member of the Admissions Committee.

Student Financial Assistance

IICS does not offer financial assistance nor does it work with any government agency to provide such assistance.

Students may work with IICS to formulate a payment plan as specified in **Terms of Payment of Tuition and Fees**.

Student Services

The Director, Administrator, and Instructors are all available via email and telephone for all student services.

Academic Advisement: The Director, Dr. Clark, has been trained in Admissions and will provide Academic Advisement, consisting of recommendations for specialty areas and dissertation topics. Drs. Volker, Dr. Batista, and, Dr. Rodriguez-Miller will provide advisement based on their own areas of concentration.

Dr. Maylin Batista is the Director of Student Services and will assign an Advisor to each student.

Financial Aid Advisement: There is no financial aid for tuition.

Personal Advisement: All Board members are able to provide consultation with students experiencing personal difficulties. Board members will not provide therapeutic services, but only referrals and recommendations to the students' local resources.

Employment Placement Services: IICS does not provide placement services. IICS will make available to students a list of institutions, agencies, and other venues where their services as Clinical Sexologists may be of value. IICS will also assist students with developing a marketing niche for their particular specialties. Records of initial employment of all graduates shall be maintained. Exceptions to this requirement shall be made for those graduates who attend the institution on a student visa or other temporary immigration status and who do not seek employment in this country.

Retention Improvement Plans: IICS will report its retention rate as defined by the Commission with each license review.

Terms of Payment of Tuition and Fees.

Students have several payment options. Whichever they choose, the entire program must be paid in full in order to receive the degree and/or transcripts

Methods of Payment

- Full payment at time of signing enrollment agreement
- Registration fee at the time of signing enrollment agreement with balance paid prior to starting date.
- Registration fee at time of signing enrollment agreement with balance paid prior to graduation by a payment plan.

Students may negotiate, at the time of registration, a weekly, monthly, or quarterly payment plan. The balance may be paid in full at any time.

If a student's payments exceed two months in arrears, a 5% late fee will be added to the late balance each month.

Payments may be made using credit card, check, PayPal, or money order.

NOTE: For School offering a payment plan with four or more payments the federal boxes or vertical listing must be included on the contract. (**N/A, if not applicable or line through**)

Payment Plan

This Agreement constitutes a binding Contract between the Student and International Institute of Clinical Sexology

All students are responsible for the fees as specified below. There are no policies for reduction of tuition or fees.

The following will be included in each student's contract:

ANNUAL PERCENTAGE RATE	FINANCE CHARGE	<u>Amount Financed</u> The dollar amount the credit provided to you or on your behalf. \$17,640	<u>Total of Payment</u> The amount you will have paid after you have made all payments as scheduled \$18,240	<u>Total Sales Price</u> The total cost of your purchase on credit including your down payment of \$600 \$18,240
N/A	N/A			

YOUR PAYMENT SCHEDULE WILL BE:			
Number of Payments	Amount of each payment	When payments are due (check one)	
8	\$2,205	Beginning on ____/____/____ and on the same day each quarter (2 years)	
24	\$735	Beginning on ____/____/____ and on the same day each month (2 years)	
30	\$588	Beginning on ____/____/____ and on the same day each month (2.5 years)	
36	\$490	Beginning on ____/____/____ and on the same day each month (3 years)	
98	\$180	Beginning on ____/____/____ and on the same day each week (2 years)	



Print Name _____ Signature _____ Date _____

All prices for program are printed herein. There are no carrying charges, interest charges, or service charges connected or charged with any of these programs. Contracts are not sold to a third party at any time. Cost of class is included in the price cost for the goods and services.

Choice of Basic Clinical Sexology Education Track

All students have a choice of scheduling track for the Basic Clinical Sexology Education.

Please check your choice from the list below:

	Class Track	Start Date
<input type="checkbox"/>	Track 1 – Saturdays only	Classes begin 9-7-19
<input type="checkbox"/>	Track 2 – Five (5) days on alternating months	Classes begin - Inactive
<input type="checkbox"/>	Track 3 – Five (5) days on alternating months	Classes begin 10-17-19

Choice of Specialty Concentration

All students will choose a specialty concentration based on their own preference.

Please check your choice from the list below:

<input type="checkbox"/>	Behavioral and Substance Addiction	Classes begin 2-9-19
<input type="checkbox"/>	Transgender Care –	Classes begin 9-14-19
<input type="checkbox"/>	Hypnotherapy and Sexuality –	Classes begin 6-13-20
<input type="checkbox"/>	Kink Conscious Education-	Classes begin 8-14-19
<input type="checkbox"/>	Sex Offender Therapy	Classes begin 5-17-19

GROUNDS FOR TERMINATION

I agree to comply with the rules and policies and understand that the School shall have the right to terminate this contract and my enrollment at any time for violation of rules and policies as outlined in the catalog. I understand that the School 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 and to receive a diploma, I must successfully complete the required number of scheduled clock hours as specified in the catalog and on the Student Enrollment Agreement, pass all written and practical examination with a 70% average and satisfy all financial obligations to the School.

CHOICE OF FORUM, CHOICE OF LAW, ATTORNEY'S FEES AND COSTS

In the event of any disagreement or dispute requiring litigation, mediation or arbitration, Miami Dade County Courts shall be the courts of exclusive jurisdiction and Florida Law shall be applied. The prevailing party shall be entitled to recover attorney's fees and costs.

ACKNOWLEDGEMENT

This contract contains the entire agreement between the School and myself, and no further modification or representation except as herein expressed in writing will be recognized.

NOTICE TO PROSPECTIVE STUDENTS: DO NOT SIGN THIS CONTRACT BEFORE YOU HAVE READ IT OR IF IT CONTAINS ANY BLANK SPACES. ALL SIGNERS HAVE RECEIVED AND READ A COPY OF THE BINDING DOCUMENT AND CATALOG.

Statement and Attestation of Receipt and Understanding of the Binding Document and Catalogue

I, (Print student name) _____



Do hereby state and attest that I have received and read a copy of the binding document and catalog.

Student Signature _____

Date _____

IICS Official (Print) _____

Date _____

IICS Official (Signature)