

McDermott Learning Center (CADC) Application

INSTRUCTIONS:

- 1) **Complete Application**
- 2) **Complete Finance Agreement**
- 3) **Save PDF to your computer or print PDF**
- 4) **Make Payment**
- 5) **Email to: labrams@hcenter.org**

Date of Application: _____

PERSONAL INFORMATION

PLEASE PRINT CLEARLY

Last Name	First	Middle	Social Security No. (last four)
Street Address			* Phone Number ()
City, State, Zip			* Emergency Contact ()
<input type="checkbox"/> Yes <input type="checkbox"/> No			Relationship
Are you 18 years of age or older?		* Email	

This agency is a drug free environment as well as an equal opportunity organization and will not discriminate in the admission process on the basis of sex, religion, race, color, age, national origin, ancestry, disability, or sexual orientation.

EDUCATION AND TRAINING

School	Name and Location of School	Course Of Study	No. Years Completed	Did you Graduate?	Degree or Diploma
High					
Trade or Business					
College					
Other					
Other special training or skills (languages, machine operation, etc.)					

How did you learn about us? _____

McDermott Learning Center (CADC) Financial Agreement

CERTIFIED ALCOHOL AND OTHER DRUG ABUSE COUNSELOR STUDENT FINANCIAL AGREEMENT

SPRING 2021

I, the undersigned student, by signing the McDermott Center Student Payment agreement and by registering for The McDermott Learning Center (CADC) classes, promise to pay to Haymarket Center all tuition as described below.

Please choose one of the following payment options and initial your selection:

OPTION 1 – Payment in Full \$1,800

Arrangement under which full amount is due by **April 12, 2021** - Amount includes \$200 discount

_____ Pay \$500 (Five hundred dollars) at the time of registration and the remaining amount of \$1,300 (Thirteen hundred dollars) by **April 12, 2021**.

OPTION 2 - Payment Plan \$ 2,000

Arrangement under which we will accept payment of your outstanding balance in installments

_____ Pay \$500 (Five hundred dollars) at the time of registration. We will then accept payment of the account in six consecutive, monthly installments of \$ 250.00 (Two hundred fifty), commencing **May 1st, 2021** and continuing the 1st day of each successive month until paid in full. **Late fee of \$25.00 a month will be accessed to any overdue accounts.**

Payments may be made by credit card (Visa, Master-card, Discover, American Express), cash, money order or check. A \$35.00 fee will be charged **for all reversed credit card payments and returned checks.** **Subsequent checks will not be accepted.** Checks and money orders should include the student's name and can be mailed to:

McDermott Center

Attn. Accounts Receivable – CADC

120 N. Sangamon St, Chicago IL 60607

Credit card payments are accepted in person, by phone 312-226-7984 or Online at

<https://app.etapestry.com/onlineforms/HaymarketCenter/cadcpmt.html>

Students who do not fulfill their obligations on or about **October 1st, 2021** will not receive their certificate of completion and will not be permitted to continue with their Internship Program.

I understand that monthly payments for tuition owed to Haymarket Center must be current in order to attend classes and receive certification. I understand that my enrollment may be terminated due to non-payment of monthly charges. Withdrawals before **April 12th, 2021** will be refunded at 100% less \$25 administrative fee. Withdrawals on **April 13th, 2021 - April 27th, 2021** will be refunded at 100% less \$150 administrative fee.

Withdrawals after **April 27th, 2021** then forfeit tuition. In special circumstances, Haymarket Center reserves the right to review for possible refund or credit for class. Submitting this application and payment plan indicates that I have read and agree to the Payment Terms.

SIGNATURE _____ **DATE** _____

Payment Registration tab follows only amount that can be paid is \$500 or \$1800.