



# Guilford COLLEGE

## CFP® Certification Education Program

Professional Development and Training Center  
5800 West Friendly Avenue, Greensboro, NC 27410  
336-316-2179 www.guilford.edu/fp

### CONTACT INFORMATION

Name: \_\_\_\_\_  
 Last, First, M.I.

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ SS# \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Employer/Title: \_\_\_\_\_

Level of Education Completed  High School/GED  Associate's Degree  Bachelor's Degree  Graduate Degree

### SELECT DESIRED COURSE(S)

COURSES	FEES	DEPOSIT
<input type="checkbox"/> Entire 5 module curriculum	\$4,875	\$995
<input type="checkbox"/> FP 1101 Financial Planning Process & Insurance	\$995	N/A
<input type="checkbox"/> FP 1102 Investment Planning	\$1,040	N/A
<input type="checkbox"/> FP 1103 Income Tax Planning	\$1,040	N/A
<input type="checkbox"/> FP 1104 Retirement Planning & Employee Benefits	\$1,040	N/A
<input type="checkbox"/> FP 1105 Estate Planning	\$1,040	N/A

Class Start Date: \_\_\_\_\_

### SELECT PAYMENT METHOD

Check (Enclosed)  MasterCard  VISA  American Express  Discover

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

Name of Card Holder: \_\_\_\_\_

Card Holder's Signature: \_\_\_\_\_

### ENROLLMENT AGREEMENT

- I have read, understand, and agree with all terms and conditions.
- I affirm my financial responsibility for the course (s) for which I have enrolled.
- I agree that Guilford College may administratively withdraw me from class for non-payment and failure to meet payment deadlines.
- I agree that funds are obligated for any educational instruction to the time of withdrawal, self-initiated or administrative.
- If applicable, I authorize Guilford College to charge my credit card for any tuition due and any additional fees which may come due under the terms of this agreement.

Student Signature \_\_\_\_\_

Certified Financial Planner Board of Standards Inc. owns the marks CFP®, CERTIFIED FINANCIAL PLANNER™, and CFP (with flame logo)®, which it awards to individuals who successfully complete initial and ongoing certification requirements.



**COURSE REGISTRATION**

- Complete the registration form including method of payment.
- Include the required deposit with the registration form. Full payment may be made at registration. If applicable, provide verification of loan approval or letter of tuition guarantee.
- Read and retain the Enrollment Agreement.
- Read, sign, and return the following agreement.
- Submit registration, funds, and related documentation to:

**Guilford College  
Professional Development and Training Center  
5800 West Friendly Avenue  
Greensboro, NC 27410**

**PAYMENT OPTIONS**

- Cash or money order
- Personal check, payable to Guilford College
- Credit card (VISA, MasterCard, American Express, or Discover)
- Third-Party Purchase Order or Employer Guaranteeing Payment\*
- AMS Payment Plan or Loan program\*

\*The deposit, if applicable, is due with registration. If the balance is being paid through loan proceeds, a copy of the loan approval must be provided no later than one business day prior to the first class meeting. Full payment is due prior to the first class. Third party or employer guaranteed payment confirmation is due at registration with any applicable deposit.

The student is responsible to Guilford College for timely and full payment of all tuition and fees.

**TERMS OF WITHDRAWAL**

- Withdrawal must be made through written notice to Guilford College - Professional Development and Training Center.
- The date of withdrawal is the date of receipt by the PDTC office.
- Failure to attend class is not considered formal withdrawal from a course for refund consideration.

**REFUND RATES**

- Withdraw before class starts, 100% refund minus \$100 fee and \$420 for opened or unreturned books.
- Withdraw after class has started see Refund Chart.
- If student prepaid for the program, see refund chart for partially attended module and there will be a \$100 penalty assessed for breaking the prepayment agreement.

Number of Hours Attended	Refund if Books returned unopened	Refund if Books opened or unreturned
1 - 4	\$895	\$475
5 - 8	\$688	\$268
9 - 12	\$534	\$114
13 - 36	\$380	\$0

Guilford College does not certify individuals to use the CFP®, CERTIFIED FINANCIAL PLANNER™, and CFP (with flame logo)® certification marks. CFP certification is granted only by Certified Financial Planner Board of Standards Inc. to those persons who, in addition to completing an educational requirement such as this CFP Board-Registered Program, have met it's ethics, experience, and examination requirements.