



## PARTICIPANT ENROLLMENT AGREEMENT

### Executive Programs

It is the responsibility of the person or persons applying for or participating in a Singularity University Executive Program (“**Applicant or Participant**”) to read and understand the policy and procedures outlined below regarding registration and payment for Executive Programs. After submitting your registration, you will receive program specific information via email. These communications govern your stay at Singularity University (“**SU**”).

#### **Payment/Refund/Cancelation Information:**

- All charges and fees are subject to SU Business Office verification. A copy of all documentation claimed to satisfy an unpaid amount must be brought or sent via email by the Participant to the Business Office by the first day of the program, failure to do so may result in the Participant being dropped from the program at Singularity University.
- The Applicant may reserve a position in a specific Executive Program by submitting a deposit. Deposits are non-refundable and the deposit amount is deducted from the remaining program fee balance due.
- The Applicant may cancel this contract and receive a full refund of all monies paid to date, excluding paid deposits, if cancellation is made via phone or email a minimum of 45 days before the program start date.
- The Applicant may cancel this contract and receive 50% refund of all monies paid to date, excluding paid deposits, if cancellation is made via phone or email 16-44 days before the program start date.
- The Applicant may not cancel this contract or receive a refund if submitted 15 days or less before the program start date.
- The Participant and/or sponsor company agrees to pay the tuition and fees, plus finance charges at the rate of 12% per annum on any unpaid balances from the first day of the Program until paid in full, and to pay any additional costs incurred in the collection of the Participant’s indebtedness. The Participant also acknowledges and recognizes a legal and financial responsibility to Singularity University.
- Singularity University may, at its own discretion, cancel a program with 21 days notice for any reason. If a program is canceled, all paid program fees including paid deposits will be refunded in full to Participants or rolled over to a future program if indicated in writing by the Participant.

#### **Program Information:**

- Each Participant completing the program will receive a “Certificate of Completion”.

#### **Contact Information:**

Please address any additional questions to:

Business Office  
Singularity University  
NASA Ames Research Park Building 20, S. Akron Rd.  
MS 20-1  
Moffett Field, CA 94035  
Tel: +1.650.200.3434  
Fax: +1.650.362.2194  
Email: [info@singularityu.org](mailto:info@singularityu.org)

#### **Contract Acceptance:**

By registering and submitting an application for a Singularity University’s Executive Program, I hereby acknowledge that I have read, understand and agree to all aspects of this agreement, that I do recognize my legal responsibilities in regards to this contract, and that I have read the above copy of the Participant Enrollment Agreement.