



ONLINE MEDICAL CODING AGREEMENT

**Please read carefully before signing. Please sign and return agreement to
VALENCIA MEDICAL CODING ACADEMY –
info@valenciamedicalcodingacademy.com**

STUDENT: _____

ADDRESS: _____

TELEPHONE #: _____ **EMAIL:** _____

COURSE START DATE: _____

COURSE DURATION: 6 MONTHS WITH A COURTESY 4 WEEK EXTENSION, IF NEEDED.

COURSE FEE: \$2,600 – NOT INCLUDING BOOKS, CERTIFICATION EXAM OR AAPC MEMBERSHIP.

COST OF BOOKS (ALL DUE AT REGISTRATION):

The approximate cost of the books is **\$382.29** including tax and delivery fee.

CPC Code books bundle (3 Coding books)

Training Workbooks (2 Books)

***Please note that the cost can fluctuate because taxes and shipping vary by State.**

COURSE POLICY: STUDENTS ARE REQUIRED TO COMPLETE ONE CHAPTER PER WEEK CONSISTING OF A CHAPTER READING, A LECTURE, THREE ONLINE QUIZZES (AVAILABLE IN STUDENT PORTAL) AND A BLACKBOARD MULTIPLE CHOICE QUIZ EMAILED BY YOUR INSTRUCTOR. ALL QUIZZES MUST BE PASSED WITH A MINIMUM OF 70% IN ORDER TO ACHIEVE SUCCESSFUL COURSE COMPLETION.

NOTE: AAPC ALLOWS STUDENT PORTAL ACCESS FOR A TOTAL OF TWELVE (12) MONTHS FROM COURSE START DATE.

REFUND/CANCELLATION POLICY:

25% REFUND WITHIN THIRTY (30) DAYS OF COMMENCEMENT.

REFUND REQUEST MUST BE MADE IN WRITING VIA EMAIL.

ATTENDANCE: DUE TO THE CONDENSED NATURE OF THE COURSE, PLEASE MAKE EVERY EFFORT TO ATTEND WEEKLY CLASSES.

COURSE COMPLETION: UPON SUCCESSFUL COMPLETION OF THE CPC COURSE, YOU WILL RECEIVE A CERTIFICATE OF COMPLETION AND YOUR NATIONAL CERTIFICATION EXAM CAN BE SCHEDULED DIRECTLY USING YOUR AAPC WEB ACCOUNT.

STUDENT COURSE FEES PAYABLE TO AAPC:

- ❖ *STUDENT MEMBERSHIP - \$145.00 (DUE AT COURSE COMPLETION)*
- ❖ *CPC EXAM (2 ATTEMPTS) - \$475.00 (DUE AT COURSE COMPLETION)*

I HAVE READ AND ACKNOWLEDGE THIS AGREEMENT

STUDENT SIGNATURE: _____ **DATE:** _____