



KINGDOM UNIVERSITY

STUDENT ENROLLMENT ACKNOWLEDGEMENT (Form 1)

Student Name: _____

Student ID: _____

Academic Program: _____

Academic Year: _____

Enrollment Date: _____

1. PURPOSE

This Student Enrollment Acknowledgement confirms that the student understands the general responsibilities and expectations associated with enrollment at Kingdom University (“University” or “KU”).

This acknowledgement supplements the University’s Enrollment Agreement and applicable University policies. It does not replace or modify the Enrollment Agreement, University Catalog, or any applicable University policy.

2. UNIVERSITY MISSION AND IDENTITY

I understand that Kingdom University academic programs are conducted in accordance with its stated mission, educational purpose, and Kingdom-centered institutional identity.

I understand that the University’s identity is an integral part of its academic environment and educational programs.

3. UNIVERSITY POLICIES

I understand that my enrollment is subject to policies, procedures, academic requirements, and institutional standards.

I understand that the principal enrollment and student administrative policies include:

1. **Enrollment Policy**
2. **Annual Tuition & Fee Policy**
3. **Annual Tuition Refund Policy**
4. **Student Withdrawal Policy**
5. **Student Complaint & Appeal Policy**
6. **Academic Progress & Ability-to-Complete Assessment Policy**
7. **Transfer Credit Policy**



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I understand that these policies may be maintained as separate documents and that I am responsible for reviewing and complying with the policies applicable to my enrollment.

4. ACADEMIC RESPONSIBILITY

I understand that I am responsible for:

- Completing assigned coursework;
- Participating appropriately in instruction;
- Meeting academic deadlines;
- Maintaining satisfactory academic progress;
- Meeting the requirements of my academic program; and
- Satisfying all requirements necessary for graduation.

I understand that enrollment does not guarantee successful completion of a course, program, degree, or credential.

5. ACADEMIC PROGRESS

I understand that Kingdom University expects students to make satisfactory academic progress.

I understand that academic progress may be reviewed based upon grades, course completion, academic work, participation, and other appropriate academic information.

I understand that failure to meet applicable academic standards may result in academic warning, probation, intervention, or dismissal in accordance with University policy.

6. ACADEMIC INTEGRITY

I understand that I am expected to maintain academic integrity in all academic work.

I agree to comply with University requirements concerning originality, appropriate attribution, examinations, assignments, research, collaboration, and other academic work.

I understand that violations of academic integrity may result in appropriate academic or disciplinary action under University policy.

7. TECHNOLOGY AND ARTIFICIAL INTELLIGENCE

I understand that Kingdom University may use technology and online systems as part of its academic and administrative operations.

I agree to use University technology and academic systems responsibly.



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I understand that the use of artificial intelligence in academic work must comply with the University's applicable requirements and the instructions of the course instructor.

I remain responsible for the accuracy, integrity, and appropriate submission of my academic work regardless of whether technology or artificial intelligence tools are used.

8. FINANCIAL RESPONSIBILITY

I understand my responsibility for the financial obligations associated with enrollment.

I understand that:

- Annual tuition is established on an academic-year basis;
- The academic structure consists of 10 courses;
- Each course is four weeks in length;
- The academic structure provides 40 instructional weeks;
- The academic calendar includes a scheduled four-week non-instructional holiday break;
- The holiday break is not included in the 40 instructional weeks;
- Monthly payments, when available, are an installment method for annual tuition; and
- Applicable refunds are governed by the University's Annual Tuition Refund Policy.

I understand that withdrawal from the University may result in a refund or remaining financial obligation depending upon the circumstances and applicable University policy.

9. STUDENT WITHDRAWAL

I understand that if I decide to discontinue my enrollment, I should formally notify the University in accordance with the Student Withdrawal Policy.

I understand that simply ceasing participation or communication may not complete the withdrawal process and may result in an administrative withdrawal.

I understand that my official withdrawal date may affect my academic record and financial account.

10. TRANSFER CREDIT

I understand that transfer credit is evaluated according to the University's Transfer Credit Policy.

I understand that:



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- Transfer credit is not automatically accepted;
- The University determines whether prior academic work is applicable to my program;
- Appropriate documentation may be required; and
- Acceptance of Kingdom University credit by another institution is determined by the receiving institution.

11. COMPLAINTS AND APPEALS

I understand that I may submit an appropriate complaint or request review of an applicable University decision in accordance with the Student Complaint & Appeal Policy.

I understand that specific University policies may establish particular procedures for review of specific matters.

12. COMMUNICATION

I agree to maintain accurate and current contact information with the University.

I understand that I am responsible for reviewing official University communications and responding when action is required.

13. GRADUATION

I understand that completion of individual courses does not by itself constitute completion of my academic program.

I understand that I must satisfy all applicable academic, financial, administrative, and program requirements before receiving a diploma, certificate, or other credential.

14. ACCURACY OF INFORMATION

I certify that information I have provided to Kingdom University is accurate and complete to the best of my knowledge.

I understand that providing false, misleading, or materially incomplete information may result in appropriate action under University policy.

I agree to notify the University of material changes to information necessary for maintaining my student record.



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15. STUDENT ACKNOWLEDGEMENT AND CERTIFICATION

By signing below, I acknowledge that I have:

- Received or been provided access to the University's applicable enrollment information and policies;
- Had an opportunity to ask questions concerning my enrollment;
- Reviewed or been given access to the University Catalog and applicable policies;
- Been informed of my academic responsibilities;
- Been informed of my financial responsibilities;
- Been informed of the University's withdrawal and refund procedures;
- Been informed of the University's transfer credit practices;
- Been informed of the University's complaint and appeal procedures; and
- Been informed of the University's academic progress expectations.

I understand that this Student Enrollment Acknowledgement supplements, and does not replace, the Enrollment Agreement, University Catalog, or applicable University policies.

I agree to comply with the requirements and policies applicable to my enrollment at Kingdom University.

STUDENT

Printed Name: _____

Signature: _____

Date: _____

KINGDOM UNIVERSITY REPRESENTATIVE

Printed Name: _____

Title: _____

Signature: _____

Date: _____

UNIVERSITY RECORD

Enrollment Agreement Received: ☐ Yes ☐ No



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Pre-Enrollment Disclosure & Receipt Form Received: ☐ Yes ☐ No

Student Enrollment Acknowledgement Received: ☐ Yes ☐ No

Enrollment File Complete: ☐ Yes ☐ No

Enrollment Approved By: _____

Date: _____