

# United Bicycle Institute, Inc.

## 2025 Schedule and Enrollment Agreement

401 Williamson Way, Ashland, OR 97520

phone: 541-488-1121 fax: 541-488-3485

www.bikeschool.com

<b>Introduction to Bicycle Maintenance</b>		
Tuition \$1250 + Registration Fee \$250 = \$1500 Total		
<input type="radio"/> Mar 3 - Mar 7, 2025	<input type="radio"/> Jul 7 - Jul 11, 2025	<input type="radio"/> Oct 13 - Oct 17, 2025
<input type="radio"/> Apr 7 - Apr 11, 2025	<input type="radio"/> Sep 8 - Sep 12, 2025	<input type="radio"/> Dec 1 - Dec 5, 2025
<input type="radio"/> Jun 2 - Jun 6, 2025		
<b>Professional Repair and Shop Operation</b>		
Tuition \$2550 + Registration Fee \$250 = \$2800 Total		
<input type="radio"/> Mar 10 - Mar 21, 2025	<input type="radio"/> May 12 - May 23, 2025	<input type="radio"/> Oct 20 - Oct 31, 2025
<input type="radio"/> Mar 24 - Apr 4, 2025	<input type="radio"/> Jun 9 - Jun 20, 2025	<input type="radio"/> Nov 10 - Nov 21, 2025
<input type="radio"/> Apr 14 - Apr 25, 2025	<input type="radio"/> Jul 14 - Jul 25, 2025	<input type="radio"/> Dec 8 - Dec 19, 2025
<input type="radio"/> Apr 28 - May 9, 2025	<input type="radio"/> Sep 15 - Sep 26, 2025	
<b>Advanced Certification Seminar Week</b>		
Tuition, both seminars (5 days) \$1700 + Registration Fee \$200 = \$1900 Total		
Mon and Tues only - UBI/DTSwiss Wheel Building, Tuition \$900 + Registration Fee \$100 = \$1000		
Wed, Thurs, Fri only - UBI Certified Suspension Technician, Tuition \$900 + Reg. Fee \$100 = \$1000		
<input type="radio"/> Feb 24 - Feb 28, 2025	<input type="radio"/> Apr 28 - May 2, 2025	<input type="radio"/> Sep 29 - Oct 3, 2025
<input type="radio"/> Mar 24 - Mar 28, 2025	<input type="radio"/> Jun 23 - Jun 27, 2025	<input type="radio"/> Nov 3 - Nov 7, 2025

## Intro/Pro/Advanced Mechanics Consecutive Class Series

- March 3 - March 28, 2025
- April 7 - May 2, 2025
- June 2 - June 27, 2025
- September 8 - October 3, 2025
- October 13 - November 7, 2025

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### Home Mechanic Schedule

UBI's Home Mechanic series is designed to complement the Introduction to Bicycle Maintenance class. These one-day classes are designed for the home mechanic who wants to improve their mechanical knowledge of wheels, hydraulic brakes, and suspension on their personal bikes. There are no prerequisites for these classes. **These are not certification classes.**

#### Home Mechanic Introduction to Wheel Building and Maintenance

Tuition \$250 + Registration Fee \$50 = \$300 Total

Mar 10, 2025

Jul 14, 2025

Jun 9, 2025

Sep 15, 2025

#### Home Mechanic Introduction to Hydraulic Brake Bleeding

Tuition \$250 + Registration Fee \$50 = \$300 Total

Mar 11, 2025

Jul 15, 2025

Jun 10, 2025

Sep 16, 2025

#### Home Mechanic Introduction to Suspension Maintenance

Tuition \$250 + Registration Fee \$50 = \$300 Total

Mar 12, 2025

Jul 16, 2025

Jun 11, 2025

Sep 17, 2025

### Continuing Education Schedule

UBI's Continuing Education Seminars are designed for experienced mechanics, or previous graduates who have successfully completed our Professional Repair and Shop Operation course. The goal of the seminars is to provide training in specific skills and technologies that will help working mechanics become a more complete mechanic. **These are not certification classes.**

#### Fox Master Tech Clinic

Tuition \$450 + Non-Refundable Registration Fee \$450 = \$900 Total

Mar 31, 2025

May 5, 2025

Oct 6, 2025

#### Dropper Post Seminar

Tuition \$250 + Registration Fee \$50 = \$300 Total

Apr 1, 2025

May 6, 2025

#### Disc Brake Seminar

Tuition \$250 + Registration Fee \$50 = \$300 Total

Apr 2, 2025

May 7, 2025

#### Shimano Di2 Clinic

Tuition \$250 + Non-Refundable Registration Fee \$50 = \$300 Total

Apr 3, 2025

May 8, 2025

Oct 7, 2025

PLEASE PRINT CLEARLY

Full Legal Name: \_\_\_\_\_

If you prefer to use a nickname in class please enter it here: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender:  Female  Male  Decline to Respond

Home Address: \_\_\_\_\_

City, State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Country of Residence: \_\_\_\_\_

Country of Birth: \_\_\_\_\_ Country of Citizenship: \_\_\_\_\_

Phone Number:  Home  Mobile  Work: (\_\_\_\_) \_\_\_\_\_

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

Emergency Contact Information Name \_\_\_\_\_

Relationship \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_

Have you ever registered for class at UBI before?  Yes  No

Are you using Veteran Education Benefits?  Yes  No If yes, we will contact you.

What type of cycling activities are you involved in? \_\_\_\_\_

On a scale of 1-5, rate your mechanical experience (1= none /5= expert): \_\_\_\_\_

What other bicycle mechanics courses have you taken, if any: \_\_\_\_\_

Have you ever worked in a professional bike shop as a mechanic?  No  Yes, How Long? \_\_\_\_\_

What are your goals for attending UBI?  Personal Enrichment  Career Oriented

Do you need special accommodations in the class (physical, learning, service animal, etc.)? \_\_\_\_\_

How did you hear about UBI? \_\_\_\_\_

Registration fees : \$ \_\_\_\_\_  
(Required for each class)

Optional Payment: \$ \_\_\_\_\_  
(on tuition fee balance)

Total Enclosed: \$ \_\_\_\_\_

Payment:  Check  VISA  MasterCard  American Express  Discover

Credit Card #: \_\_\_\_\_

Exp: \_\_\_\_\_ Security Code: \_\_\_\_\_

Name on Card (print): \_\_\_\_\_

Billing Address: \_\_\_\_\_

Credit Card Signature: \_\_\_\_\_

**Cancellation and Refund Policy:**

You may cancel enrollment prior to the starting date by giving written notice to UBI via postal mail, fax, or e-mail. If receipt of your cancellation notice occurs within 5 business days of UBI's receipt of the enrollment agreement, you will receive a 100% refund of all monies paid. If receipt of a cancellation notice occurs after 5 business days of receipt of the agreement, up to the first day of class(es), a refund will be given minus the registration fee. In lieu of forfeiture of the registration fee, you may request a one-time transfer of your registration to a future class if the request occurs at least 30 calendar days prior to the start of the cancelled class, and it must be applied to a class scheduled within one year of the cancelled class. However, if you cancel the second class, the registration fee will be forfeited. Once class(es) have begun, if you withdraw from class(es) prior to completion of 50% of the class, you may be entitled to a prorated refund depending on the day of withdrawal, minus the registration fee. Within 40 days after notification of such cancellation, withdrawal, termination, or completion, a written statement showing allowable charges and total payments received shall be delivered to the student by the school, together with a refund equal in amount to the monies paid to the school in excess of those allowable charges. OAR 715-045-0036(10)(a). UBI's Veterans Refund policy complies with CFR21.4255. In the event that a veteran or eligible person fails to enter course, withdraws or is dismissed at any time prior to completion, the unused portion of tuition and all but \$10 of the registration is refunded on a pro-rata basis.

**Please Read and Sign Below:**

Your tuition includes instruction, the United Bicycle Institute Student Catalog, textbook(s), use of facilities, tools and instructional materials. Please note, all tuition and registration fees are payable in U.S. funds only. This application must be signed and received at UBI with the required registration fees in order to be valid. No enrollment can be processed via telephone, although faxed applications may be received with valid credit card information supplied.

I am applying to attend United Bicycle Institute. I am enclosing the appropriate registration fees in U.S. dollars for each of the classes I have checked on page 1 of this agreement. I have thoroughly read the school catalog, including each course's description, and I have read and understand the terms of this enrollment agreement, including the cancellation and refund policy. I further understand that the tuition balance is due no later than the first day of class, and if I am not present within one hour of the start of class, I will be considered a "no-show" and my place in class may be taken by another student on the waiting list. If I am applying for any Advanced Certification Seminars, I have read the requirements for entrance and meet the pre-requisites.

Printed Name: \_\_\_\_\_

Signature (required): \_\_\_\_\_ Date: \_\_\_\_\_

Signature of parent or guardian (if minor) \_\_\_\_\_ Date: \_\_\_\_\_

Signature of UBI Official: \_\_\_\_\_ Date: \_\_\_\_\_

A registration fee is required to reserve your spot in each of the classes you enroll in. The registration fees are listed, along with tuition fees, with this application. Tuition balances are due on or before the first day of class. **Payment information shall be entered on reverse side of this page.**

PLEASE NOTE: Mail or fax your completed application, with appropriate fees to the address on the front of this application. Registration may also be completed online via our web site, [www.bikeschool.com](http://www.bikeschool.com). Upon receipt of your application and registration fees, we will send you an acceptance notice through e-mail. UBI is licensed as a private career school by the Oregon Higher Education Coordinating Commission. Any inquiry regarding the terms of this contract may be made by contacting United Bicycle Institute at (541) 488-1121, or the Oregon Higher Education Coordinating Commission, 3225 25th St., SE, Salem, OR 97302, (503) 947-5751. Bicycle technology is constantly evolving. Therefore, UBI reserves the right to alter any course for the enhancement of its curriculum.