

# United Bicycle Institute, Inc.

## 2025-26 Schedule and Enrollment Agreement

401 Williamson Way, Ashland, OR 97520

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

www.bikeschool.com

### Introduction to Bicycle Maintenance

Tuition \$1250 + Registration Fee \$250 = \$1500 Total

|                         |                        |                        |
|-------------------------|------------------------|------------------------|
| ○ Sep 8 - Sep 12, 2025  | ○ Mar 2 - Mar 6, 2026  | ○ Sep 14 - 18, 2026    |
| ○ Oct 13 - Oct 17, 2025 | ○ Apr 6 - Apr 10, 2026 | ○ Oct 12 - 16, 2026    |
| ○ Dec 1 - Dec 5, 2025   | ○ May 4 - May 8, 2026  | ○ Nov 30 - Dec 4, 2026 |
| ○ Jan 5 - Jan 9, 2026   | ○ Jun 1 - Jun 5, 2026  |                        |
| ○ Feb 2 - Feb 6, 2026   | ○ Jul 6 - Jul 10, 2026 |                        |

### Professional Repair and Shop Operation

Tuition \$2550 + Registration Fee \$250 = \$2800 Total

|                         |                         |                         |
|-------------------------|-------------------------|-------------------------|
| ○ Sep 15 - Sep 26, 2025 | ○ Jan 12 - 23, 2026     | ○ Jun 8 - Jun 19, 2026  |
| ○ Oct 20 - Oct 31, 2025 | ○ Feb 9 - Feb 20, 2026  | ○ Jul 13 - Jul 24, 2026 |
| ○ Nov 10 - Nov 21, 2025 | ○ Mar 9 - Mar 20, 2026  | ○ Sep 21 - Oct 2, 2026  |
| ○ Dec 8 - Dec 19, 2025  | ○ Mar 23 - Apr 3, 2026  | ○ Nov 9 - Nov 20, 2026  |
|                         | ○ Apr 13 - Apr 24, 2026 | ○ Dec 7 - Dec 18, 2026  |
|                         | ○ May 11 - May 22, 2026 |                         |

### Advanced Certification Seminar Week

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

|                         |                         |                         |
|-------------------------|-------------------------|-------------------------|
| ○ Sep 29 - Oct 3, 2025  | ○ Mar 23 - Mar 27, 2026 | ○ Jul 27 - Jul 31, 2026 |
| ○ Nov 3 - Nov 7, 2025   | ○ Apr 27 - May 1, 2026  | ○ Oct 5 - Oct 9, 2026   |
| ○ Jan 26 - Jan 30, 2026 | ○ Jun 22 - Jun 26, 2026 | ○ Nov 2 - Nov 6, 2026   |
| ○ Feb 23 - Feb 27, 2026 |                         |                         |

### Intro/Pro/Advanced Mechanics Consecutive Class Series

- September 8 - October 3, 2025
- October 13 - November 7, 2025
- January 5 - January 30, 2026
- February 2 - February 27, 2026
- March 2 - March 27, 2026
- April 6 - May 1, 2026
- June 1 - June 26, 2026
- July 6 - July 31, 2026
- September 14 - October 10, 2026
- October 12 - November 6, 2026

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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

- |  |                                     |  |
|--|-------------------------------------|--|
| <input type="radio"/> July 14, 2025      | <input type="radio"/> March 9, 2026 | <input type="radio"/> June 8, 2026       |
| <input type="radio"/> September 15, 2025 | <input type="radio"/> May 11, 2026  | <input type="radio"/> September 21, 2026 |

#### Home Mechanic Introduction to Hydraulic Brake Bleeding

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

- |  |                                      |  |
|--|--------------------------------------|--|
| <input type="radio"/> July 15, 2025      | <input type="radio"/> March 10, 2026 | <input type="radio"/> June 9, 2026       |
| <input type="radio"/> September 16, 2025 | <input type="radio"/> May 12, 2026   | <input type="radio"/> September 22, 2026 |

#### Home Mechanic Introduction to Suspension Maintenance

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

- |                                     |                                      |  |
|-------------------------------------|--------------------------------------|--|
| <input type="radio"/> July 16, 2025 | <input type="radio"/> March 11, 2026 | <input type="radio"/> June 10, 2026      |
| <input type="radio"/> Sep 17, 2025  | <input type="radio"/> May 13, 2026   | <input type="radio"/> September 23, 2026 |

### 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

- |                                   |                                      |  |
|-----------------------------------|--------------------------------------|--|
| <input type="radio"/> Oct 6, 2025 | <input type="radio"/> March 30, 2026 | <input type="radio"/> June 29, 2026    |
|                                   | <input type="radio"/> May 4, 2026    | <input type="radio"/> October 12, 2026 |

#### Shimano Di2 Clinic

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

- |                                   |                                      |                                     |
|-----------------------------------|--------------------------------------|-------------------------------------|
| <input type="radio"/> Oct 7, 2025 | <input type="radio"/> March 31, 2026 | <input type="radio"/> June 30, 2026 |
|                                   | <input type="radio"/> May 5, 2026    | <input type="radio"/> Oct 13, 2026  |

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 prerequisites.

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.