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THE INSTITUTE – NURSE AGREEMENT

WHEREAS, Institute for Healthcare Excellence, LLC (IHE), is an American healthcare administration specialist dedicated to assist international nurses in obtaining licensure to work as Registered Nurses in the U.S., and

WHEREAS, candidate is a first-level, general (registered) nurse that meets the English proficiency requirement for international trained nurses and has graduated from a government-approved, general nursing program in his/her home country who wishes to apply for the Graduate Co-op and Nursing Licensure Program, and

WHEREAS, IT IS UNDERSTOOD THAT, IHE has created a combination program in which,

- (a) IHE will arrange and supervise the fulfillment of all requirements, including training for the National Council Licensure Examination (NCLEX-RN), the required test for international nurses to become registered nurses in the United States;
- (b) Selected universities will provide, simultaneous to the above training, Master of Business in Administration with a Concentration in Healthcare Administration opportunities.

THEREFORE, IT IS UNDERSTOOD AND AGREED AS FOLLOWS:

I. IHE WILL PROVIDE THE FOLLOWING SERVICES TO CANDIDATE:

- Assistance in selecting the most appropriate university offering Curricular Practical Training (CPT) for nurses
- Assistance with enrollment in the university’s graduate healthcare program
- Advocacy with university for immediate issuance of the I-20 form which is needed to obtain a U.S. F1 student visa
- Assistance in preparing all applications and other documents necessary to obtain a U.S. student visa (F-1)
- Visa consultation and preparation, including free tuition to an on-line visa preparation course
- Initial airport pickup service as necessary, (subject to 5 day advance notice)
- Assistance with locating appropriate housing upon arrival
- Assistance in nursing credentialing review
- Assistance in submitting application for U.S. registered nursing licensure
- Certified, long-term training for NCLEX-RN national exam
- Payment (up to \$2,500) for various required fees, including for the professional nurses licensure and NCLEX-RN test training
- Assistance with locating H1-B sponsors, as able, and if requested
- Advocacy regarding issues with the university, employer, landlord, as needed
- Guarantee of “regular” wages (not reduced “internship” wages)

Payment Agreement: The program fee payable to IHE for entry into this program is U.S. \$7,500 (seven-thousand, five-hundred dollars). All payments are to be made in U.S. Dollars. This \$7,500 IHE program fee also covers various other program-related payments such as application fees, credentials review fees, training fees, board of nursing fees, and testing fees, which IHE agrees to pay (up to the amount of \$2,500) out of this \$7,500 IHE program fee paid by the student.

PAYMENT OPTIONS AVAILABLE

IHE offers four plans to pay for the IHE program fee, which is separate from the cost to attend the candidate’s university or college. As indicated below, the candidate selects one the four following payment plans and agrees to pay to IHE (for the above services) the following amounts as indicated.

Payment Plan 1 – (Includes a 20% Discount):

IHE will provide a 20 percent discount of the \$7,500 program cost to those students that pay for the entire program up front providing a \$1,500 savings.

_____ (Check here to select). Total payment of **\$6,000** due upon arrival and at the beginning of the program with no remaining payments, providing a 20% discount from the standard \$7,500 program cost.

Payment Plan 2 – (Includes a 10% Discount):

IHE offers a 10 percent discount to those students that initially pay \$4,500, reducing the program cost to \$6,750, a \$750 savings.

_____ (Check here to select). Initial payment of **\$4,500** due upon arrival, providing a 10% discount from the standard \$7,500 program cost, resulting in a reduced program cost of \$6,750. After the initial payment of \$4,500 has been made, the remaining principle balance will amount to \$2,250. This balance of \$2,250, plus interest of \$142.31 (calculated on a declining balance method), will total \$2,392.31 and shall be paid in periodic installment payments, as follows:

1. \$ 250.00 at the beginning of month 3
2. \$ 250.00 at the beginning of month 4
3. \$ 250.00 at the beginning of month 5
4. \$ 500.00 at the beginning of month 6
5. \$ 500.00 at the beginning of month 7
6. \$ 500.00 at the beginning of month 8
7. \$142.31 as a final payment, due at the beginning of month 12

Payment Plan 3:

_____ (Check here to select). Initial payment of **\$3,000** due upon arrival. After the initial payment of \$3,000 has been made, the remaining principle balance will amount to \$4,500. This balance of \$4,500, plus interest of \$353.10 (calculated on a declining balance method), will total \$4,853.10 and shall be paid in periodic installment payments, as follows:

1. \$ 250.00 at the beginning of month 3
2. \$ 250.00 at the beginning of month 4
3. \$ 250.00 at the beginning of month 5
4. \$ 500.00 at the beginning of month 6
5. \$ 500.00 at the beginning of month 7
6. \$ 500.00 at the beginning of month 8
7. \$2,603.10, as a final payment due at the beginning of month 12

Payment Plan 4:

_____ (Check here to select). Initial payment of **\$1,500** due upon arrival. After the initial payment of \$1,500 has been made, the remaining principle balance will amount to \$6,000. This balance of \$6,000, plus interest of \$493.63 (calculated on a declining balance method), will total \$6,493.63, and shall be paid in periodic installment payments, as follows:

1. \$ 250.00 at the beginning of month 3
2. \$ 250.00 at the beginning of month 4
3. \$ 250.00 at the beginning of month 5
4. \$ 500.00 at the beginning of month 6
5. \$ 500.00 at the beginning of month 7
6. \$ 500.00 at the beginning of month 8
7. \$4,243.63 as a final payment due at the beginning of month 12

* Plans 2, 3, and 4 will incur a 12 percent interest annual charge for the unpaid portion of the program cost.

II. SPECIAL IHE PROGRAM FOR INTERNATIONALLY-TRAINED NURSES WHO HOLD A CURRENT AND VALD STATE LICENSE TO PRACTICE AS REGISTERED NURSES IN THE UNITED STATES:

In order for a nurse to work in the U.S., she/he must hold a nursing license issued by the state in which she works. For those nurses who hold a nursing license in a state other than the one in which they will be attending school, we have a streamline program where we assist these nurses in securing a license to work. This service is available in Oregon for students attending Northwest Christian University and in Kentucky for students attending Sullivan University. For this service we do not charge the customary IHE program fee of \$7,500 but instead charge a non-refundable, one-time participation fee of \$2,500. Nurses are responsible for all direct, third-party fees as required by the board of nursing of the state in which they desire to work, and any other third-party fees as required.

_____ (Check here to select). Total payment of **\$2,500** due upon arrival and at the beginning of the program.

III. IHE (OR AN ASSIGNED EMPLOYMENT AGENT) WILL PROVIDE THE FOLLOWING BENEFITS:

- Legal right to full-time paid employment during the entire length of the Graduate Co-op Program
- Workshops or tutoring on employment, communication, or legal matters, as required or as needed
- English accent training, as needed
- Assistance in obtaining legal permit for Curricular Practical Employment
- Assistance in obtaining a Social Security number
- Guarantee of “regular” wages (not reduced “internship” wages)
- Placement in initial work-study, CPT employment
- Placement in Registered Nursing employment, upon completing licensure

Candidate agrees to pay the employment agency for its services, a percentage of income earned, as follows:

- (a) 5% of wages earned by candidate until graduation from the master degree program.
- (b) Candidate hereby grants to IHE or an assigned employment agent the exclusive right to placement of the candidate in all employment positions throughout the life of the master’s degree program. No matter the source of employment, even if the candidate “finds” an employer by his/her own efforts, the agreed upon compensation or commission of 5%, as noted herein, shall be paid to IHE or an assigned employment agent as per this agreement. IHE or an assigned employment agent will be paid the commission of 5% of candidate’s employment earnings either by direct payroll deduction from the employer, direct payments from employee to IHE or an assigned employment agent each pay period, or any other reasonable method arranged by IHE or an assigned employment agent until candidate graduates from the master’s degree program. Any finder’s fees or hiring incentives shall be paid to IHE or an assigned employment agent as the exclusive employment agency for the candidate.

Important Note Regarding Employment: The kind of jobs and the salaries paid, as well as how long it takes for a candidate to get employment will be based upon the candidate’s skills and English abilities, and the candidate’s personal incentive in seeking employment.

IV. THE UNIVERSITY WILL OFFER THE FOLLOWING PROGRAM TO CANDIDATE:

- Acceptance into a regionally accredited Master of Business Administration with a concentration in healthcare administration
- Acceptance into master degree status for international nurses with bachelor degrees or with acceptable diplomas, depending on individual institution’s admission requirements
- A program in which nurses are authorized by the U.S. government to be employed for up to 3.5 years of study
- Week-end or evening classes allowing students to work full time for American hospitals or other health institutions
- A low tuition fee structure allowing students to pay most of their tuition with earnings from employment

Candidate agrees to pay to the University the tuition and fees as noted in the Explanation of Cost sheet for the school selected.

CANDIDATE REPRESENTS TO IHE THAT SHE/HE HAS MET THE FOLLOWING ADMISSION REQUIREMENTS:

1. Currently a First-Level, General (Registered) Nurse: Hold a license in your country of education and current registration/licensure as a “first-level, general” nurse, as defined by the International Council of Nurses. A first-level nurse is called a “registered or a professional nurse” in most countries.

2. Meet the Educational Requirements: Have completed a secondary school education separate from nursing education. Graduated from a government-approved, general nursing program at least two years long. Received theoretical and clinical education in each of the following areas: nursing care of the adult (which includes medical and surgical nursing); maternal/infant nursing (excluding gynecology); nursing care of children (pediatrics); psychiatric/mental health nursing (excluding neurology); and community/public health nursing.
3. Meet the Nurse Practice Requirements: Nurses must demonstrate that they have practiced as first-level, general (registered) nurses for at least 960 hours in total over the last five years. This is a requirement of the Oregon Board of Nursing and will *only* apply to students attending Northwest Christian University, Eugene Oregon.
4. Meet the English Language Proficiency Requirements: Nurses are required to pass an approved English language proficiency examination. (Note: English exam scores are valid for two years). Nurses may select only from the following English proficiency examinations: (1) Test of English as a Foreign Language (TOEFL), administered by the Educational Testing Service (ETS). Passing Scores: 560 (paper/pencil version), or 220 (computerized version). (2) Test of English for International Communication (TOEIC), administered by ETS. Passing Score: 780. (3) International English Language Testing System (IELTS), administered by the Cambridge ESOL Examinations, the British Council and IDP Education Australia. Passing Score: 6.5 Overall (Academic Module) with a minimum of 6.0 on all modules.

Note Regarding English Language Proficiency Requirements: If an international nurse has attended an English-speaking nursing school, she/he may be admitted directly into the IHE program after an interview with our representatives and *before* taking the proficiency exam. Once attending the program in the U.S., the international nurse will be required to pass the English language proficiency exam, securing the minimum score as identified above. Since the exam is a requirement for admission, the student will pay for the exam costs.

Candidate represents and will provide proof in a manner acceptable to IHE that she/he has met all above U.S. nursing requirements as explained in numbers 1 – 3 above. It is understood that educational nursing credential assessment will be certified by an independent, third-party U.S. organization after candidate has been admitted into the program. If, after the independent third-party nursing credential assessment, candidate is found to lack necessary nursing education credentials, candidate will be withdrawn from the program until such time that she/he has met the required credentials. Candidates are solely responsible for all costs associated with meeting missing credentials.

EMPLOYMENT OF THE CANDIDATE AS A LICENSED REGISTERED NURSE IN THE UNITED STATES

The candidate fully understands and acknowledges that she/he cannot legally work as a licensed registered nurse in the United States until she/he has met all requirements of the state board of nursing for the state in which the candidate seeks employment and has been granted a nursing license by that state. State board of nursing requirements include satisfying minimum nurse educational credentials, demonstration of minimum English-language proficiency, achieving a satisfactory passing score for the NCLEX-RN examination and any additional requirements of the state board of nursing. IHE makes no guarantees, expressed or implied, that a nurse will be employed as a U.S. licensed registered nurse since such employment is based on the candidate holding a current, valid, and legitimate license to practice as a registered nurse in the state in which employment is sought. In addition, the individual healthcare employer(s) who will hire the candidate will make final employment decisions.

FURTHER UNDERSTANDINGS AGREED TO BY THE CANDIDATE:

- Neither IHE nor any of its assigns will pay for room and board, transportation, books, computer fees, library fees, insurance, school tuition, or mandatory workshops or labs that may be required for the Co-op Program. These expenses are the responsibility of the student
- IHE will pay for the cost to take the NCLEX-RN for one time. If the candidate fails the NCLEX-RN, candidate assumes all costs in retaking the exam
- IHE reserves the right to suspend students from the program for nonpayment of funds
- Candidate may apply for a Social Security number upon completion of the following:
 1. Candidate has been in the U.S. for at least 10 days and has been registered in SEVIS for at least 48 hours
 2. The initial required school tuition has been paid (as well as any workshops or other fees that may be required)
 3. Candidate obtains an offer of employment
 4. The school has endorsed the I-20 thereby authorizing the student to engage in CPT employment
- Most candidates obtain job offers within the first 45 days
- Co-op students will take all workshops/cultural assimilation courses, and employment labs as may be required by the selected schools
- Co-op students will be allowed to work in CPT employment for the entire length of their graduate studies, but if they work full time for more than 12 months, they may not be allowed OPT following graduation
- If candidate fails to pay the required tuition at any time during their master's degree program, she/he may lose CPT authorization

If any agent or agent employee, student, IHE or any of its assigns staff person, or an individual from the university makes a promise (orally or in writing) that is contradictory to this agreement, or in conflict with the I-20 form or school's acceptance letter, candidate agrees not to rely on any

such statements or promises. Only the I-20, acceptance letter or official publications and/or correspondence from the university reflect exact tuition figures.

DISPUTE RESOLUTION

The parties agree to submit any disputes arising from this agreement first to non-binding mediation with a professional mediator collectively selected by the candidate, and/or IHE. If mediation fails to resolve the dispute, the parties agree to submit any disputes to final and binding arbitration.

SIGNATURES

Candidate Name (Print Clearly) (Date)

Candidate Signature (Date)

FOR THE INSTITUTE FOR HEALTHCARE EXCELLENCE:

IHE Name (Print Clearly) (Date)

IHE Signature (Date)