

ADDITIONAL FINANCIAL INFORMATION

An application fee of \$50 is to be submitted with your application for admission. A tuition deposit of \$100 is due within 10 days after you have signed this enrollment agreement. The total tuition will be increased from the above stated charges if the student is required to repeat courses. Additional tuition for those courses will be charged at the same rate as for all other courses.

The starting kit [optional] consists of the basic equipment, texts and materials initially required for each program [does not include general education texts] plus an Art Institute Book Store credit to purchase texts or other supplies (except Culinary Arts); costs may vary throughout the year. These materials may be purchased at The Art Institute or at most supply stores. Graphic Design students will need a digital camera at the beginning of the third quarter [approximately \$200] and those who choose to enroll in the elective course, Airbrush, need to purchase an airbrush and compressor [approximately \$200]. A list of the components of the starting kit is provided to each enrolled student. In addition to the starting kit, the estimated costs of consumable supplies, text books, and equipment by program are listed on the front of this enrollment agreement.

INSTALLMENT NOTE & DISCLOSURE STATEMENT

If you elect a Financial Plan, it will be in compliance with the Federal Truth in Lending retail installment requirements. The Financial Plan will become part of this enrollment agreement.

THE APPLICATION PROCESS

First-quarter tuition and fees for new students become due 60 days prior to entry. Thereafter, quarterly tuition for each succeeding quarter is due upon registration, approximately four weeks prior to the end of each academic quarter. You may not register for any academic quarter of study unless all tuition and fees that are due have been paid, or you have made arrangements for an approved alternative payment plan of a total of 3 payments or less. Tuition is charged on a quarter-by-quarter basis. You are not obligated beyond the quarter you are currently attending. Tuition for repeat courses is charged on a per-credit basis.

ENGLISH AND MATH PROFICIENCY FOR ALL STUDENTS

All applicants must take either the ACCUPLACER (Math and verbal proficiency test) and/or TOEFL (Test of English as a Foreign Language) or LOEP (Level of English Proficiency) test (with exceptions), prior to matriculation or provide the college with valid copies of LOEP or ACCUPLACER test scores, and/or transcripts of documentation to determine whether or not Transitional Studies (TS) or Language Studies (LS) courses will be incorporated into the student's required coursework. No student will be allowed to start at the college without having taken either the ACCUPLACER or LOEP test or without having valid copies of scores or transcripts on file with The Art Institute of Fort Lauderdale. Students are permitted to retake a TS or LS course twice.

HOUSING

School-sponsored housing costs and associated meal plans are in addition to tuition and a separate agreement is entered into for that purpose. See the Housing office for details.

REFUND POLICY PRIOR TO MATRICULATION

Applicants may cancel their enrollment in person or in writing before the beginning of classes. Applicants not requesting cancellation before the scheduled starting date indicated on their Enrollment Agreement will be considered a student.

- All monies paid by applicants will be refunded if they are not accepted for admission.
- All monies paid by the applicant will be refunded if requested within five business days (three business days for Diploma degree program applicants) after signing their Enrollment Agreement and making an initial payment.
- All monies paid by applicants, less the \$50 application fee, will be returned, if request is made, within three business days after their first visit to the school or within three business days of the regularly scheduled orientation program for their starting quarter, whichever is sooner.
- Bachelor's and associate's degree program applicants requesting cancellation no later than 90 days before the first scheduled class date will receive a refund of all monies paid, less the \$50 application fee.
- Bachelor's and associate's degree program applicants who give less than 90 days' cancellation notice will be entitled to a refund of all monies paid, less a cancellation fee of \$150 [includes application fee].
- Refunds will be made within 30 calendar days of the applicant's request or within 30 calendar days after their first scheduled class day.
- Applicants who postpone starting classes after the original start date noted on this Enrollment Agreement are required to reapply and are subject to the tuition, fees, and other conditions on the new Enrollment Agreement.

REFUND POLICY AFTER MATRICULATION, ALL QUARTERS

In the event of withdrawal from the program by the student or termination by The Art Institute of Fort Lauderdale during any quarter of study:

- Prepaid tuition and fees for any period beyond the student's current quarter will be refunded in full.
- The student may voluntarily withdraw from The Art Institute of Fort Lauderdale by notifying the Office of the Registrar in person or in writing. If the student stops attending without notifying the Office of the Registrar, The Art Institute of Fort Lauderdale shall determine the date of withdrawal. This determination date will be considered the notification date for refunding purposes.
- Refunds due shall be paid within 30 days of the notification date, unless the student is withdrawing at the end of the quarter. Refunds for a student notifying The Art Institute of Fort Lauderdale prior to the end of a quarter that they will be withdrawing at the end of that quarter will be paid within 30 days of the last day of the quarter.
- Refunds for a student who completes a previous quarter of study and does not notify The Art Institute of Fort Lauderdale prior to the end of that quarter that they will not be returning for the following quarter will be paid within 30 days of the first day of that following quarter in which the student was expected to return.
- In the event of a fully documented extreme illness or personal emergency that makes it impossible for the student to complete the program, The Art Institute of Fort Lauderdale may modify the tuition refund policy as deemed appropriate to the circumstances.
- A separate lease agreement and refund policy exists for students who lease housing accommodations arranged by The Art Institute of Fort Lauderdale. The Art Institute of Fort Lauderdale reserves the right to apply any student payment, or any refund due to a student, to any student financial account that is in arrears.
- Each academic quarter is 11 weeks (5 weeks when started mid-quarter) in duration. The calculation of refunds is based upon the last day of attendance within the quarter. Any portion of a week's attendance is considered a full week of attendance for refund purposes.
- In the event The Art Institute of Fort Lauderdale cancels or changes a course or program of study in such a way that a student who started the program or course is unable to complete it, The Art Institute of Fort Lauderdale will refund all monies paid by the student for the course or program within 30 days.
- Examples of the calculation of the tuition and fee refund policy are available upon request from the student accounting office.
- Students may drop/add classes during the first seven academic days (the first two academic days when starting mid-quarter) (including Saturdays) of the quarter and tuition will be adjusted accordingly. Students may not add classes to their schedule after the first seven academic days (the first two academic days when starting mid-quarter) (including Saturdays) of the quarter. Tuition will not be adjusted for any classes dropped after the first seven academic days (the first two academic days when starting mid-quarter) (including Saturdays) of the quarter unless the student completely withdraws from the program [see Refund Calculations]. Financial aid eligibility may change for students starting mid-quarter who add or drop classes.
- Students who are registered for a second-session online class and who withdraw from school during session 1 of a term will have the second-session class voided. This means that they will not be charged for the class, the class will not appear on the transcript, and there will be no academic progress implications for that class.
- Students enrolled for a second-session online class who remain in school, but choose not to take the second-session class must notify the school that they will not take that class prior to the end of the drop/add period for the mid-session start in order to be unregistered from that class and not charged for it. Failure to do so will result in a W grade (which will apply to the Academic Progress policy) and being charged for the course.
- Any changes made to a student's schedule may change the student's financial aid eligibility.
- The Art Institute of Fort Lauderdale reserves the right to revise the refund policy. Students will be notified of any changes 60 days in advance of the effective date.

NON-PAYMENT OF CHARGES

Non-payment of tuition, housing, and/or other charges due to the Art Institute of Fort Lauderdale will result in you being obligated for additional interest, collection agency costs, and legal costs. We also reserve the right to report your failure to pay amounts to one or more national credit bureau organizations and not release your academic transcript until all your debts to us are paid in full.

REFUND CALCULATIONS

RETURN OF FEDERAL TITLE IV AID

A percentage of Federal Title IV Aid will be returned if the student withdraws during the first 60% of the quarter. If the student started mid-quarter, the percentage is based on mid-quarter start and end dates. The amount returned will be based on the percentage of days remaining in the quarter. The school will determine the calendar days completed in the quarter divided by the total number of calendar days in the quarter. If the amount is less than or equal to 60%, then that percent of the Federal Title IV Aid received is the amount that can be retained. The difference will be returned to the Federal Title IV Aid program from which funds were received in this order: Unsubsidized Stafford Loan, Subsidized Stafford Loan, Perkins Loan, PLUS Loan, Pell Grant, Federal ACG Grant, Federal SMART Grant, SEOG.

If Federal Title IV Aid funds have been given to the student, and if the student withdraws during the first 60% of the quarter/semester, the student may need to return some of those funds. If the student needs to return funds, the school will notify the student regarding how much is owed, and how it is to be returned.

Adjustment of charges

In accordance with school policy, if a student withdraws from school, the school will earn tuition and fees as follows, based on the week in which the student withdraws:

Week One	10%	Weeks Four and Five	60%
Weeks Two and Three	30%	After Week Five	100%

If student withdraws after starting mid-quarter:

Weeks One	25%	Week Two	50%	After Week Two	100%
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The school will first calculate how much needs to be returned under the Federal Return of Title IV Aid policy. That amount will then be subtracted from the amount that was paid for the quarter of withdrawal to get the adjusted amount paid. The school will then calculate how much of the charges can be retained based on the school policy. The amount that can be retained will be subtracted from the adjusted amount paid.

If there is additional money to be refunded from Federal Title IV funds, the refund will be made to the student, or with the student's written authorization, to Federal Loans from which funds were received, in this order: Unsubsidized Stafford Loan, Subsidized Stafford Loan, Perkins Loan, PLUS Loan. If there is an additional credit balance remaining after the Federal refund is made, under school policy, refunds will be made in this order, to programs from which funds were received: Unsubsidized Stafford Loan, Subsidized Stafford Loan, Perkins Loan, PLUS Loan, other loans, other aid (if required), student.

If kits, components of the kit, books, or supplies, are returned to the bookstore in resalable condition within 21 days of withdrawal or 10 days of withdrawal if student started mid-quarter, a credit will be given. All refunds and return of funds will be made within 30 days of the date that the student notifies the school of the withdrawal. Examples of the calculations for this policy are available in the Student Accounting office.

GENERAL INFORMATION AND UNDERSTANDINGS ACCREDITATION

The Art Institute of Fort Lauderdale is accredited by the Accrediting Council of Independent Colleges and Schools and is licensed by the Florida State Department of Education, Commission for Independent Education.

INTEREST ON OUTSTANDING BALANCES

The student understands and agrees that they will be liable for interest charges that will be assessed on their account balance until the balance is paid in full. Interest will be charged at 12% per annum on the student's adjusted outstanding balance at the end of each month. The adjusted outstanding balance is defined as all charges incurred by the student for attendance at The Art Institute of Fort Lauderdale at the end of the prior month, including but not limited to tuition, fees, housing charges, fines, damages, etc., less the total amount paid to the student's account at the end of the current month, including financial aid that the student has been awarded but has not been paid for the quarter, provided that the student and/or the student's parent(s) have completed all of the requirements for the award. The student understands and agrees that their adjusted outstanding balance is different from their payment plan and that the student's financial aid award may be reduced or eliminated if the student does not complete all of the requirements for financial aid. The student understands and agrees that if they finance the entire cost of education, their interest will be waived every quarter that they are enrolled.

STUDENT COMPLAINTS

Questions or concerns regarding The Art Institute of Fort Lauderdale's compliance with the terms of this Enrollment Agreement may be directed to the Director of Admissions at The Art Institute of Fort Lauderdale. Questions or concerns that are not satisfactorily resolved by officials of The Art Institute of Fort Lauderdale may be brought to the attention of the Florida State Department of Education, Commission for Independent Education, 2650 Apalachee Parkway, Suite A, Tallahassee, FL 32301, or to the Accrediting Council of Independent Colleges and Schools, 750 First Street NE, Suite 980, Washington, DC 20002-4241.

ARBITRATION

You and The Art Institute of Fort Lauderdale (AiFL) agree that any dispute or claim between you and AiFL (or any company affiliated with AiFL, or any of its officers, directors, trustees, employees or agents) arising out of or relating to this enrollment agreement or, absent such agreement, your enrollment or attendance at AiFL, whether such dispute arises before, during, or after your attendance and whether the dispute is based on contract, tort, statute, or otherwise, shall be, at your or AiFL's election, submitted to and resolved by individual binding arbitration pursuant to the terms described herein.

If you decide to initiate arbitration, you may select either, JAMS or the National Arbitration Forum (NAF) to serve as the arbitration administrator pursuant to its rules of procedure. If AiFL intends to initiate arbitration, it will notify you in writing by regular mail at your latest address on file with AiFL, and you will have 20 days from the date of the letter to select one of these organizations as the administrator. If you fail to select an administrator within that 20-day period, AiFL will select one.

AiFL agrees that it will not elect to arbitrate any individual claim of less than \$5,000 that you bring in small claims court (or in a similar court of limited jurisdiction subject to expedited procedures). If that claim is transferred or appealed to a different court, however, or if your claim exceeds \$5,000, AiFL reserves the right to elect arbitration and, if it does so, you agree that the matter will be resolved by binding arbitration pursuant to the terms of this Section.

IF EITHER YOU OR AIFL CHOOSES ARBITRATION, NEITHER PARTY WILL HAVE THE RIGHT TO A JURY TRIAL, TO ENGAGE IN DISCOVERY, EXCEPT AS PROVIDED IN THE APPLICABLE ARBITRATION RULES, OR OTHERWISE TO LITIGATE THE DISPUTE OR CLAIM IN ANY COURT (OTHER THAN IN SMALL CLAIMS OR SIMILAR COURT, AS SET FORTH IN THE PRECEDING PARAGRAPH, OR IN AN ACTION TO ENFORCE THE ARBITRATOR'S AWARD). FURTHER, YOU WILL NOT HAVE THE RIGHT TO PARTICIPATE AS A REPRESENTATIVE OR MEMBER OF ANY CLASS OF CLAIMANTS PERTAINING TO ANY CLAIM SUBJECT TO ARBITRATION. THE ARBITRATOR'S DECISION WILL BE FINAL AND BINDING. OTHER RIGHTS THAT YOU OR AIFL WOULD HAVE IN COURT ALSO MAY NOT BE AVAILABLE IN ARBITRATION.

The arbitrator shall have no authority to arbitrate claims on a class action basis, and claims brought by or against you may not be joined or consolidated with claims brought by or against any other person. Any arbitration hearing shall take place in the federal judicial district in which you reside. Upon your written request, AiFL will pay the filing fees charged by the arbitration administrator, up to a maximum of \$3,500, per claim. Each party will bear the expense of its own attorneys, experts and witnesses, regardless of which party prevails, unless applicable law or this Agreement gives a right to recover any of those fees from the other party. If the arbitrator determines that any claim or defense is frivolous or wrongfully intended to oppress the other party, the arbitrator may award sanctions in the form of fees and expenses reasonably incurred by the other party (including arbitration administration fees, arbitrators' fees, and attorney, expert and witness fees), to the extent such fees and expenses could be imposed under Rule 11 of the Federal Rules of Civil Procedure.

The Federal Arbitration Act (FAA), 9 U.S.C. §§ 1, et seq., shall govern this arbitration provision. This arbitration provision shall survive the termination of your relationship with AiFL.

If you have a question about the arbitration administrators mentioned above, you can contact them as follows: JAMS, 45 Broadway, 28th Floor, New York, NY, 10006, www.jamsadr.com, 800-352-5267; National Arbitration Forum, P.O. Box 50191, Minneapolis, MN, 55405, www.arb-forum.com, 800-474-2371. The above supersedes any inconsistent arbitration provision published in any other document.

TRANSFERABILITY OF CREDITS

The Art Institute of Fort Lauderdale is licensed by the Florida Department of Education, Commission for Independent Education, and accredited by the Accrediting Council for Independent Colleges and Schools. However, the fact that a school is licensed and accredited is not necessarily an indication that credits earned at that school will be accepted by another school. In the U. S. higher education system, transferability of credit is determined by the receiving institution, taking into account such factors as course content, grades, accreditation, and licensing.

The mission of The Art Institute of Fort Lauderdale is to help you to prepare for entry-level employment in your chosen field of study. The value of degree programs like those offered by The Art Institute of Fort Lauderdale is their deliberate focus on marketable skills. The credits earned are not intended as a stepping stone for transfer to another institution. For this reason, it is unlikely that the academic credits you earn at The Art Institute of Fort Lauderdale will transfer to another school.

Programs offered by one school within The Art Institutes system may be similar to but not identical to programs offered at another school within the system. This is due to differences imposed by state law, use of different instructional models, and local employer needs. Therefore, if you decide to transfer to another school within The Art Institutes system, not all of the credits you earn at The Art Institute of Fort Lauderdale may be transferable into that school's program.

If you are considering transferring to either another Art Institute or an unaffiliated school, it is your responsibility to determine whether that school will accept your Art Institute credits. We encourage you to make this determination as early as possible. The Art Institute of Fort Lauderdale does not imply, promise, or guarantee transferability of its credits to any other institution.

EMPLOYMENT ASSISTANCE

The Art Institute of Fort Lauderdale does not guarantee employment or any particular level of compensation prior to or following graduation. The Art Institute of Fort Lauderdale does, however, offer assistance in finding employment to all eligible graduates at no additional charge. Graduates who confine employment considerations to the metropolitan area served by The Art Institute of Fort Lauderdale may limit the particular employment opportunities available to them.

POLICIES AND PROCEDURES

The student is on a continuing quarter-by-quarter enrollment basis and agrees to comply with all published policies and procedures of The Art Institute of Fort Lauderdale. The Art Institute of Fort Lauderdale reserves the right to add, delete, or modify its policies and procedures.

STUDENT WITHDRAWAL

The student may voluntarily withdraw from The Art Institute of Fort Lauderdale by notifying the Registrar's office in writing or in person. The refund policies outlined above shall apply in the event that a student withdraws, is suspended, or is terminated from school.

CLASS SESSIONS

Classes are in session six days a week, Monday through Saturday. Students are scheduled by The Art Institute of Fort Lauderdale to meet their total weekly hour requirement through a combination of morning, afternoon, evening, and weekend classes. The weekly hour requirement is scheduled to be completed in a minimum of three days and a maximum of six days during each week. Individual times and days of attendance vary by department and quarter level and are assigned and generally announced to students in advance of each quarterly start date.

The Art Institute of Fort Lauderdale reserves the right to change a student's class session schedule from time to time, according to classroom, studio, shop, and/or lab availability, and academic and student distribution circumstances. Students should not expect to be scheduled for and complete their program exclusively in the day, evening, or weekend sessions unless the program description specifically states such a schedule. From time to time, instructional activities may occur at an off-campus location appropriate for the particular activity.

INSTRUCTIONAL EQUIPMENT

Use of instructional equipment will be made available according to the program curriculum to enable the student to acquire an understanding of those fundamental principles of such equipment which the student would be expected to encounter in an entry-level position in the field. Such equipment must be shared by students accordingly. The Art Institute of Fort Lauderdale cannot guarantee a student's hands-on usage of such equipment beyond that called for in the curriculum. To complete the requirements of their program, the student may have to schedule use of the equipment outside normal class hours.

HOMEWORK

In addition to regular attendance of scheduled classes, the student will be required to devote additional time each week outside the classroom to studying and working on assigned projects.

CURRICULUM

The Art Institute of Fort Lauderdale reserves the right to revise course content, course titles, and the sequencing of classes, subject to applicable regulatory approval.

CANCELLATION OF START DATE

Cancellation of a scheduled class start date for any program shall entitle the enrollee to elect either [1] a guaranteed reservation in the next scheduled class for that program, or [2] cancellation of enrollment with a full refund of all monies paid.

NONDISCRIMINATION

The Art Institute of Fort Lauderdale does not discriminate on the basis of race, color, creed, religion, national origin, ancestry, gender, age, sexual orientation, disability, or any other characteristic protected by state, local, or federal laws in the administration of any of its educational programs or activities, or with respect to admission or employment. For information on the equal opportunity policy and grievance procedure of The Art Institute of Fort Lauderdale, please contact the Dean of Academic Affairs [and/or Title IX and 504 coordinator], The Art Institute of Fort Lauderdale, 1799 S.E. 17th Street, Fort Lauderdale, Florida 33316, [954] 463-3000.

SALE, DISCOUNT, OR TRANSFER OF AGREEMENT

The student consents to the sale, discount, or other transfer of this Agreement with the understanding that in such event, the cancellation and refund policies would continue to apply.

STUDENT RIGHT TO KNOW

Information on graduation/completion rates, for first-time, full-time students is available through the Admissions Office

REQUIREMENTS FOR GRADUATION

To be qualified to graduate and become eligible to participate in the Portfolio Review, for those programs requiring a portfolio, a student must fulfill the following requirements:

- Receive a passing grade or credit for all required course work.
- Achieve a minimum CGPA of 2.0.
- Maintaining satisfactory academic progress standards as outlined in the college catalog.
- Satisfy all financial obligations to The Art Institute of Fort Lauderdale.
- Receive a passing grade on the portfolio or thesis, if required.
- Students within the bachelor's programs must successfully complete 180 credits.
- Students within the Broadcasting, Fashion Design, Graphic Design, Interior Design, and Video Production associate's programs must successfully complete 90 credits.
- Students within the Baking & Pastry, Culinary Arts, Web Design & Interactive Media and Photography associate's programs must successfully complete 105 credits.
- Students within the diploma programs must complete 36 credits.

CRIMINAL BACKGROUND CHECK

Some program areas may require a background check (criminal, personal, etc.) prior to employment to qualify for certain positions. Check with specific program areas for additional information.