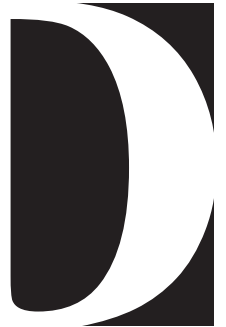




THE
INTERNATIONAL
CULINARY
SCHOOLSM
at The Art Institute
of California - Los Angeles

ENROLLMENT AGREEMENT

2900 31ST STREET, SANTA MONICA, CALIFORNIA, 90405-3035
1-310-752-4700 Toll-Free: 1-888-646-4610
www.artinstitutes.edu/losangeles



Name of Student _____
(Last Name) (First Name) (Middle)

Present Address _____
(Street or P.O. Box)

(City) (State) (Zip)

Telephone: Home (_____) _____

Business (_____) _____

Student ID Number _____

Check quarter starting date:

- FA I: October 6, 2008
- FA II: November 13, 2008
- WI I: January 12, 2009
- WI II: February 19, 2009
- SP I: April 6, 2009
- SP II: May 14, 2009
- SU I: July 13, 2009
- SU II: August 20, 2009

Program For Which You Are Applying (Check one):

Baking & Pastry
(Four 11-week quarters: 44 academic weeks; 49 credits; 847 hours) Evening*

The Art of Cooking
(Four 11-week quarters: 44 academic weeks; 51 credits; 869 hours) Evening*

*Evening programs extend beyond 77 academic weeks depending upon course load. Participation in internships or externships will increase program contact hours but will not increase the number of credits in the course.

STUDENT COMPLAINTS

Any questions or problems concerning this school which have not been satisfactorily answered or resolved by the school should be directed to The Bureau for Private Postsecondary and Vocational Education (BPPVE), Department of Consumer Affairs, 1625 North Market Boulevard, Suite S-202, Sacramento, CA 95834, (916) 574-7720.

STUDENT'S AGREEMENT

I understand that this Agreement becomes a legally binding document after I sign it and it is accepted by The Art Institute of California - Los Angeles. I understand the total amount for the course of instruction for (Insert name of program): _____ is \$ _____ (as presented in the Financial Information Section) at the per credit rate shown below. However, I understand that the per credit rate will increase at least once per year, which will increase the total amount for the program.

My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the school's cancellation and refund policies have been clearly explained to me and that I received a copy of this Agreement. I agree that I am responsible for this amount. If I get a student loan, I am responsible for repaying the loan amount plus any interest.

Student's Signature _____ Date _____

Signature of Authorized School Official _____ Date _____

Parent's Signature (If applicant is under 18 years of age) _____ Date _____

Title of School Official _____

DISCLOSURE CERTIFICATION

My signature below certifies that The Art Institute has met all the disclosure requirements of Article 6 of The New Private Postsecondary and Vocational Education Reform Act, and, for schools receiving federal financial aid funds, has met all of the requirements for administration of any California financial aid program under the Higher Education Act as amended and regulated.

Signature of School Official _____ Date _____

STUDENT ACKNOWLEDGEMENTS

I have received and read a copy of the current School Catalog, the provisions of which I accept. I have read and understand all provisions of this Agreement, and I have been given a copy of it for my records. (Parents must also sign if I am under 18 years of age.) I understand that my enrollment and the school's obligations under this Enrollment Agreement (except the cancellation and refund provisions) may be terminated by the school if I fail to comply with the school's attendance, conduct, academic, and/or financial requirements. I understand that the school also reserves the right to cancel my enrollment if the school determines (1) that I have demonstrated poor academic potential (as determined by evaluation of transcript records, or any other academic evaluations deemed appropriate for the program selected); and/or (2) that I do not meet all financial obligations related to enrollment and continuing enrollment. I understand that I am entitled to transcripts that correspond only to the portion of tuition that has been paid.

All pages of the Enrollment Agreement and financial plan, together with the catalog and other published school policies, procedures, provisions of any attached rider(s) signed by me, student conduct codes, and separate student housing agreement, if any, shall constitute the entire agreement between me and the school. I understand and agree that they supersede any prior or contemporaneous oral or written agreements or statements and may not be modified without the written agreement of The Art Institute of California - Los Angeles President.

I also understand that this Agreement constitutes a binding contract upon acceptance by the school. Any holder of this consumer credit contract is subject to all claims and defenses that the debtor could assert against the seller of goods or services obtained pursuant hereto or with the proceeds hereof. Recovery hereunder by the debtor shall not exceed amounts paid by the debtor.

I accept that to the extent permitted by law, I am responsible for all reasonable collection agency and attorney fees incurred in attempting to collect my unpaid debt to The Art Institute of California - Los Angeles. In addition, the school reserves the right to report my failure to pay amounts owed to one or more national credit bureau organizations.

FINANCIAL INFORMATION¹

Current Schedule of Charges

Tuition is charged at **\$483** per credit (with an average of 16 credits per quarter). Tuition and fees (effective October 1, 2008) applicable to The Art Institute's programs are as follows:

	Baking & Pastry	The Art of Cooking
	(4 quarters)	(4 quarters)
Tuition per Quarter (12 credits)	\$5,796	\$5,796
Application Fee ²	\$50	\$50
Enrollment Fee ²	\$100	\$100
Lab Fee ³	\$315 (per quarter)	\$315 (per quarter)
Current Tuition/Fees for Program ⁴	\$25,077**	\$26,043*
Starting Kit	\$1,235	\$1,235
Student Activity Fee ⁵	\$50	\$50

Program Pricing

The student is responsible for tuition and fees pertaining to the program's required course of study. The tuition and fees contained in this Enrollment Agreement are subject to change. The per credit hour rate is subject to an increase at least once per calendar year which will increase the total amount for the program. The adjustment to the per credit hour rate may occur before the student begins classes and the student's program will be calculated using the new rate. Any changes to tuition and fees will be published to students.

The student may assert against the holder of the promissory note s/he signed in order to finance the cost of instruction all of the claims and defense that the student could assert against this school up to the amount the student have already paid under the promissory note.

¹Tuition calculated using 12 credit enrollment for first 3 quarters and 15 credit enrollment for 4th quarter

²Tuition calculated using 12 credit enrollment for first 3 quarters and 13 credit enrollment for 4th quarter

³A separate financial plan exists, which complies with the Truth in Lending Regulation Z, and is part of this agreement.

⁴Enrollment Fees are paid by new and transfer students only. The enrollment fee of \$100 is due and payable when your first quarter's tuition is due

⁵Monthly consumable supplies included with the \$315 per quarter lab fee. The Culinary lab fee will be treated as part of the tuition for refund purposes.

⁶NOT including Starting Kit or Student Activity fee. Total tuition cost based on 51 quarter credits for The Art of Cooking Diploma Program.

⁷Student Activity Fee: a one time fee of \$50 is in addition to the total tuition cost to support student related activities effective September 1, 2004.

Special U.S. and overseas trips are voluntary and are not included in regular tuition and fees. The Starting Kit is provided to each enrolled student. In addition to the Starting Kit, the average costs of consumable supplies, textbooks, equipment, and parking* by program are:

Texts: \$135/quarter, Parking: \$75/quarter

*Parking is provided for students in a patrolled parking structure next to the Art Institute. The Parking Fee is payable at the beginning of each quarter.

ADDITIONAL FEES FOR ALL PROGRAMS

Student Tuition Recovery Fund (STRF) Fee (\$2.50 per \$1,000.00 for applicable students only):\$ _____ (Note: The Bureau of Private Postsecondary and Vocational Education (BPPVE) does not require us to collect from students the Student Tuition Recovery Fund (STRF) for the period of July 1, 2006 through June 30, 2007.)

California law requires that, upon enrollment, a fee be assessed by the institution in relation to the cost of tuition (New California Education Code §94945). These fees support the Student Tuition Recovery Fund (STRF), a special fund established by the California legislature to reimburse students who might otherwise experience a financial loss as a result of the (a) the closure of the institution; (b) the institution's breach of or anticipatory breach of the agreement for the program of instruction; or (c) a decline in the quality or value of the program or instruction within the 30-day period before the institution's closure. The STRF fund is payable by and protects only the institution's California residents, and participation is mandatory.

_____ Student Initials

Please note that if the student is a recipient of third-party payer tuition and course cost, the student is not eligible for protection under the STRF. A third-party payer means any employer, government program or other payer that pays a student's total charges directly to the institution when no separate agreement for the repayment of the payment exists between the third-party payer and the student.

Effective January 1, 2003, the assessment that the institution must collect from each newly enrolled student as a STRF fee is \$2.50 per thousand dollars of tuition paid, regardless of the portion that is prepaid.

As a participant in the Student Tuition Recovery Fund, the school is also obligated by California law to collect the name of the source of each loan, if you have one or more governmentally guaranteed or insured loans for tuition purposes outstanding:

Loan No. 1: _____

Loan No. 2: _____

Loan No. 3: _____

Repeated Courses: Students will pay full cost of tuition for any repeated course.

Interest on Outstanding Balances

The student understands and agrees that he/she will be liable for interest charges that will be assessed on his/her 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 school at the end of the prior month, including but not limited to tuition, fees, housing charges, late registration fees, 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 his/her adjusted outstanding balance is different from his/her student 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.

Non-Payment of Charges

Non-payment of tuition, housing, fees and/or other charges due to The Art Institute of California – Los Angeles will result in you being obligated for additional collection costs, collection agency costs and legal costs.

In addition, we reserve the right to report your failure to pay amounts owed to one or more national credit bureau organizations and not release your academic transcript until all your debts to us are paid in full.

BUYER'S RIGHT TO CANCEL

You, the student, have the right to cancel this Agreement, including any equipment or other goods and services included in the agreement, and receive a full refund until midnight of the FIFTH day of instruction. Your cancellation takes effect when you give written Notice of Cancellation to the school at the address on Page Ten (10) of this Agreement. Please direct the Notice to the attention of the Registrar. If you mail your Notice of Cancellation to the school, it becomes effective as of the postmark, if properly addressed with proper postage. The written notice of cancellation need not take any particular form and, however expressed, is effective if it shows that you no longer wish to be bound by this Agreement. You will be given two [2] Notice of Cancellation forms [attached to this Agreement] to use at the first day of class, but you can use any written notice that you wish.

You are due a complete refund within thirty (30) days after the school receives a valid Notice of Cancellation. However, if you have received any equipment or a Starting Kit, you must return it to the school within twenty (20) days of the date of the Notice of Cancellation. If you do not return it, the school may deduct the documented cost of the equipment from the amount of the refund. Once you pay for the equipment, it is yours to keep without further obligation.

You are obligated to pay only for educational services rendered and for unreturned equipment. The refund shall be the amount you paid for instruction multiplied by fraction, the numerator of which is the number of hours of instruction which you have not received but for which you have paid, and the denominator of which is the total number of hours of instruction for which you have paid. If you obtain equipment, as specified in the Agreement as a separate charge, and return it in good condition within thirty days following the date of your withdrawal, the School shall refund the charge for the equipment paid by you. If you fail to return the equipment in good condition, allowing for reasonable wear and tear, within this thirty-day period, the School may offset against the refund the documented cost to the school for that equipment. You shall be liable for the amount, if any, by which the documented cost for equipment exceeds the prorated refund amount. The documented cost of the equipment may be less than the amount charged, and the amount the School has charged in the contract. In any event, you will never be charged for more than the equipment charges stated in the contract. For a list of these charges, see the list on the second page of this agreement. IF THE AMOUNT YOU HAVE PAID IS MORE THAN THE AMOUNT THAT YOU OWE FOR THE TIME YOU ATTENDED, THEN A REFUND WILL BE MADE WITHIN THIRTY DAYS OF WITHDRAWAL. IF THE AMOUNT THAT YOU OWE IS MORE THAN THE AMOUNT THAT YOU HAVE ALREADY PAID, THEN YOU WILL HAVE TO MAKE ARRANGEMENTS TO PAY FOR IT.

Students whose entire tuition and fees are paid by a third party organization are not eligible for a refund.

STUDENT WITHDRAWAL

A student may voluntarily withdraw from the school at anytime by notifying the Office of the Registrar in writing or in person.

The refund policies outlined below shall apply in the event that a student withdraws, is suspended, or is terminated from school.

REFUND POLICY

Refund Policy – Prior to Matriculation on the Fifth Day of Instruction

- The Art Institute will notify the applicant, in writing, of his/her acceptance/rejection. All monies paid by an applicant will be refunded if the applicant is not accepted for admission.
- Applicants may cancel their enrollment in person or in writing until midnight of the fifth day of instruction and receive a full refund of all monies paid. Please see "Buyer's Right to Cancel" for complete details.

Refunds will be made within 30 calendar days after the applicant's/ student's request or within 30 calendar days after his/her fifth scheduled class day, whichever comes first.

Cancellation Refund Example

A student enrolls in a 48-quarter unit program (which meets for 792 clock hours) and pays for just the first quarter (including kit, application fee, enrollment fee, lab fee, and Student Activity Fee) at a cost totaling \$6,761, which covers 198 hours. For this example, we assume the Starting Kit for the program is \$990. If the student cancels the Enrollment Agreement on or before the fifth day of class, the student receives a full refund, including the cost of the Starting Kit, if it is returned in good condition, the refund amount would be \$6,761.

Refund Policy After Matriculation on the Sixth Day of Instruction

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. 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 the funds were received in this order. Unsubsidized Stafford Loan, Subsidized

Staff Loan, Perkins Loan, PLUS Loan, Pell 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.

Refund of Pre-payments

A student may withdraw from the institution until midnight of the fifth day of instruction and receive a full refund of any monies the student has prepaid. After the fifth day of instruction, the amount of the refund will be pro-rated in accordance with the uncompleted portion of the course, less \$75.00 enrollment fee and any non-returned or used equipment. This figure divided by the number of hours in the quarter equals the cost per hour. Number of hours that the student was scheduled to attend prior to withdrawal, multiplied by the cost per hour equals the amount of tuition and fees that The Art Institute can retain.

Adjustment of Charges

In accordance with California State policy, the school will earn tuition and fees on a proportional basis; the school will 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 State of California policy. The amount that can be retained will be subtracted from the adjusted amount paid. If there are additional Federal funds to be returned, they will be given to the student, or, with the student's permission, to the Federal Loans in this order: Unsubsidized Stafford Loans, Subsidized Stafford Loans, Plus Loans, and Perkins Loans. If there is a credit balance remaining after Federal funds are returned, it will be refunded in this order: Unsubsidized Stafford Loan, Subsidized Stafford Loans, Plus Loans, Perkins Loans, other loans, students.

If kits, components of the kit, books, or supplies, are returned to the bookstore in re-salable condition within 20 days of withdrawal, 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.

California Refund Policy - All Diploma Program Students

If a student withdraws from the program after the fifth day of instruction, The Art Institutes may retain earned tuition and fees by using the following calculations. A registration fee of \$75 is deducted from the total tuition charge. The remaining amount is divided by the number of hours in the program. The quotient is the hourly charge for the program. The amount owed by the student is derived by multiplying the total hours attended by the hourly charge for instruction. The refund would be any amount in excess of the amount owed by the student.

Date of Withdrawal

For the purpose of calculating a refund, a student is deemed to have withdrawn from a course of instruction when any of the following occur:

- Student officially notifies The Art Institute that he/she is withdrawing at that time. The notification date is the date of withdrawal.
- Student officially notifies The Art Institute that he/she is withdrawing at a later date. The later date is the last date of attendance and the date of withdrawal.
- Student does not notify The Art Institute that he/she is withdrawing but stops attending. The date that The Art Institute determines that the student is not attending the current term or is not returning for the next term is the date of withdrawal.
- The Art Institute terminates the student's enrollment in accordance with institutional policies. The termination date is the date of withdrawal. Refund is made within 30 calendar days from the date of withdrawal as described above.

SAMPLE REFUND GRID

Attendance Completed	Total Tuition	Tuition Earned by AICALA	Refund Due Student Account
10% of a quarter	\$5,568	\$556.80 (10%)	\$5,011.20 (90%)
25% of a quarter	\$5,568	\$1,392 (25%)	\$4,176 (75%)
50% of a quarter	\$5,568	\$2,784 (50%)	\$2,784 (50%)
60% of a quarter	\$5,568	\$3,340.80 (60%)	\$2,227.20 (40%)
75% of a quarter	\$5,568	\$4,176 (75%)	\$1,392 (25%)

Cancellation of Start Date

Cancellation by The Art Institute of California – Los Angeles of a scheduled class start date for any program shall entitle a student to a cancellation of the Enrollment Agreement with a full refund of all monies paid, including the Enrollment Fee. However, the student can elect to accept instead a guaranteed reservation in the next scheduled class for that program.

PROGRAM DESCRIPTIONS

The Art of Cooking Diploma Program

The Art of Cooking diploma program is highly focused on fundamental skills and cooking techniques, and food science. The program concentrates on cooking skills, baking and pastry, American regional cuisine with emphasis on plating, presentation and production. The program also offers Safety and Sanitation, Garde Manger (the art of the "cold kitchen"), Management, Supervision & Career Development, Purchasing & Product Identification, Food & Beverage Operations Management, and Management by Menu... all to balance their skills.

Students in The Art of Cooking diploma program will develop skills in weight and measures, kitchen skills, equipment and tools identification, plating and presentation, cost control, ingredient mixing methods, soups and stocks, starch and pasta, vegetable cooking, breakfast cookery, cold salads, sauces, sandwiches, poultry and meat, and fish and shellfish handling and preparations. Students will also learn the proper procedures of food safety and food service temperature control. At the end of the Food Safety and Sanitation class, students will take the ServSafe written test and will receive a ServSafe Manager certificate after passing the test. Management, Supervision & Career Development will teach students how to run the kitchen and manage personnel. Students will also learn how to write a resume and thank you letter, and will develop job-hunting and interviewing skills.

Graduates of The Art of Cooking diploma program will be prepared for employment in entry-level positions in the food service industry, such as prep cook, short-order cook, and line cook. The strength of this program lies in its teaching of basic skills, techniques for cooking and baking, and production.

Baking & Pastry Diploma Program

The Baking & Pastry diploma program is designed to train students in the art of baking and patisserie. Students develop competencies in breads, desserts, cake decoration, and buffet centerpieces. The program focuses upon both production and individualized skills necessary to gain employment in bakeries, restaurants, and other catering or institutional settings. The program also offers Safety and Sanitation, Nutrition Science, Management, Supervision & Career Development, Purchasing & Product Identification courses and an Externship course to support and develop students' professional skills for employment and supervision.

Students in the Baking & Pastry diploma program will develop skills in weight and measures, presentation, budgeting, ingredient mixing methods, working, kneading and shaping dough, artisan bread making, cookie and sweet bread preparation, icing and icing techniques, fresh desserts, preparation of soufflé s, mousses and filling, preparing chocolates, candies, and preparing centerpieces and display cakes. Students will learn the proper procedures of food safety and food service temperature control. At the end of the Safety and Sanitation class, students will take the National Restaurant Association ServSafe written test and will receive a certificate of ServSafe Manager after passing the test. The Nutrition Science class will offer students nutritional information, the skills of nutrient analysis and healthy menu design. Management, Supervision & Career Development will teach students how to run the kitchen and manage personnel. Students will also learn how to write a resume and thank you letter, and will develop job-hunting and interviewing skills.

Graduates of the Baking & Pastry diploma program will be prepared for employment in retail, institutional, hospital or cruise ship bakeries. Graduates will be prepared to seek employment as an entry-level pastry cook, production baker, decorator, or assistant bakery chef. Graduates will be well versed with an overview of production, organization, and the business of baking and pastry catering.

ELIGIBILITY FOR GRADUATION

The Art Institute of California – Los Angeles awards a Diploma to graduates of this program. To graduate, a student must complete 100% of credits in his/her program of study. No more than 75% of the total required credits for graduation may be transferred from another institution. Transfer credits are not used to determine grade point average.

To qualify for graduation, a student must:

- Receive a passing grade or credit for all required course work;
- Earn the minimum required credits for the program;
- Achieve a minimum CGPA of not less than 2.0;
- Meet portfolio or other requirements as outlined by the student's program;
- Satisfy all financial obligations to The Art Institute of California – Los Angeles.

GENERAL INFORMATION AND UNDERSTANDINGS

Employment Assistance

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

Military Discount

The Art Institute of California – Los Angeles offers a special military tuition of 20 percent less than our current rate for U.S. military personnel who are on active duty, in the Reserves, or starting classes within one year of a discharge under honorable conditions. Special military tuition offered provided the student remains enrolled (maintaining a minimum of 12 credits per quarter) and completes his or her program of study without interruption (including voluntary withdrawal, suspension, or termination) within 150% of the standard program length or 52 consecutive months, whichever first occurs.

Policies and Procedures

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

Class schedule:

Classes are in session six (6) days a week, Monday through Saturday. Each student is scheduled by The Art Institutes to meet his/her total weekly hour requirement through a combination of morning, afternoon, and evening classes. The weekly hour requirement is scheduled to be completed in a minimum of three (3) days and a maximum of six (6) days during each week. Classes are assigned and generally announced to the student in advance of each quarterly start date. The Art Institutes will not require an evening student to attend during the day. Days of attendance will vary for students according to their program of study and may change from quarter to quarter. Some classes may be scheduled on Saturdays.

The average length of instruction for the program is 22 hours per week for a student taking a full load (12 quarter credits). A student must take a minimum of 12 quarter credits in order to be considered a full-time student.

Class Session Hours

Classes may be scheduled from 7:00 a.m. to 11:00 p.m., Monday through Saturday.

The Art Institutes reserve the right to modify the school calendar, curriculum, and class schedules as it deems necessary. When size and curriculum permit, classes may be combined to contribute to the level of interaction among students. From time to time instructional activities may occur at an off-campus location appropriate for the particular activity. Days of attendance will vary for students according to their program of study, and may change from quarter to quarter.

Instructional Equipment

Use of instructional equipment will be made available according to the program curriculum. Each student will be able to acquire an understanding of the fundamental principles of such equipment that he/she would encounter in an entry-level position in the field. Such equipment must be shared by students. Accordingly, the school cannot guarantee students hands-on use of such equipment beyond that called for in the curriculum. To complete the requirements of the program, each student may find it necessary to schedule use of the equipment outside normal classroom hours.

Homework

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

Curriculum

The Art Institute of California – Los Angeles reserves the right to revise course contents, course titles, and the sequence of classes, subject to applicable regulatory approval.

Student Right to Know

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

Transferability of Credits: Relationship with Other Institutions

The Art Institute of California – Los Angeles is approved by the Bureau for Private Postsecondary and Vocational Education (BPPVE); and accredited by the Accrediting Council of Independent Colleges and Schools (ACICS), an accrediting agency recognized by the United States Department of Education, to confer the Diploma. However, the fact that a school is approved and accredited is not necessarily an indication that credits earned at that school will be accepted by another school. In the United States higher education system, transferability of credit is always determined by the receiving institution taking into account such factors as course content, grades, accreditation and approval.

The mission of The Art Institute of California – Los Angeles is to help you prepare for entry-level employment in your chosen field of study. The value of diploma and degree programs like those offered by The Art Institute of California – Los Angeles 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, credits you earn in the programs at The Art Institute of California – Los Angeles, in most cases, will probably not be transferable to any other college or university. For example, if you entered our school as a freshman, you will still be a freshman if you enter another college or university at some time in the future even though you earned credits here at our school. In addition, if you earn a degree or certificate in one of our programs, in most cases it will probably not serve as a basis for obtaining a higher level degree at another college or university. This statement is provided in accordance with California Private Postsecondary and Vocational Education Reform Act §94816(b), January 1, 2004.

The Art Institute of California – Los Angeles is a member of The Art Institutes system of schools. Programs offered by one school within The Art Institute 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 California - Los Angeles 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 The Art Institute of California – Los Angeles credits. We encourage you to make this determination as early as possible. The Art Institute of California - Los Angeles does not imply, promise, or guarantee transferability of its credits to any other institution.

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.

Non-Discrimination

The school does not discriminate on the basis of race, color, creed, religion, national origin, ancestry, sex, age, sexual orientation, disability or any 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 school's equal opportunity policy and grievance procedure, please contact the Director of Human Resources, The Art Institute of California - Los Angeles, 2900 31st Street, Santa Monica, CA 90405-3035, Telephone 1-888-646-4610.

Handling of Student Complaints

If you have a complaint or problem you are encouraged to follow the Student Complaint Procedure.

- You should discuss complaints with the individual(s) within the appropriate department. Initial discussion should be with the person most knowledgeable of the issues involved or with immediate decision-making responsibility.
- If you feel that the complaint has not been fully addressed, a written account should be submitted to the Dean of Student Affairs if related to non-academic issues or to the Dean of Academic Affairs for academic issues. The written account should indicate your name, phone number, and ID# and discuss the steps you have taken to remedy the situation.
- The appropriate Art Institute of California – Los Angeles staff member or department will be notified of the complaint. A follow-up meeting with you

and the Dean of Student Affairs and/or the Dean of Academic Affairs will be held within ten school days of the date of the written complaint in an effort to resolve the issue.

- If you are not satisfied with the results, you may file an appeal with the President's Office. The appeal should be in writing and contain your name and phone number. You should summarize the steps you have taken to remedy the situation and indicate why the results are not satisfactory. You will hear the results of the appeal within ten class days from the date the appeal is received.
- If you follow this complaint procedure and still feel dissatisfied with the results you may send a written copy of the complaint to:

**State of California Department of Consumer Affairs
Bureau for Private Postsecondary and Vocational Education (BPPVE)
1625 North Market Boulevard, Suite S-202
Sacramento, California, 95834,
Telephone 916-574-7720**

OR

**Accrediting Council for Independent Colleges and Schools (ACICS)
750 First Street, NE, Suite 980
Washington, DC 20002-4223
Telephone 1-202-336-6780**

Please refer to the school's Arbitration Policy for additional information regarding disputes or claims.

ARBITRATION

You and The Art Institute of California – Los Angeles agree that any dispute or claim between you and the school arising out of or relating to this Enrollment Agreement or, absent such agreement, your enrollment or attendance at the school, 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 the school'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 The Art Institute of California - Los Angeles intends to initiate arbitration, it will notify you in writing by regular mail at your latest address on file with the school, 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, The Art Institute of California - Los Angeles will select one.

The Art Institute of California – Los Angeles 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, The Art Institute of California – Los Angeles 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 THE ART INSTITUTE OF CALIFORNIA – LOS ANGELES 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 THE ART INSTITUTE OF CALIFORNIA – LOS ANGELES 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, The Art Institute of California – Los Angeles 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 The Art Institute of California – Los Angeles. 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, 1-800-352-5267; or National Arbitration Forum, P.O. Box 50191, Minneapolis, MN, 55405, www.arb-forum.com, 1-800-474-2371.

The above supersedes any inconsistent arbitration provision published in any other document such as your Catalog, or where applicable, your Enrollment Agreement.

NOTICE OF CANCELLATION

(Date)

(Enter date of first class)

You may cancel this contract for school, without any penalty or obligation by the date stated below.

If you cancel, any payment you have made and any negotiable instrument signed by you shall be returned to you within 30 days following the school's receipt of your cancellation notice.

But, if the school gave you any equipment, you must return the equipment within 20 days of the date you signed a cancellation notice. If you do not return the equipment within this 20-day period, the school may keep an amount out of what you paid that equals the cost of the equipment. The total amount charged for each item of equipment shall be separately stated. The amount charged for each item of equipment shall not exceed the equipment's fair market value. The institution shall have the burden of proof to establish the equipment's fair market value. The school is required to refund any amount over that as provided above, and you may keep the equipment.

To cancel the contract for school, mail or deliver a signed and dated copy of this cancellation notice, or any other written notice, or send a telegram to:

Registrar's Office, The Art Institute of California-Los Angeles, 2900 31st St., Santa Monica, CA 90405

NOT LATER THAN

(Midnight of the date that is the fifth business day following the day of the first class)

I cancel the contract for this school:

Student Signature

Date

REMEMBER, YOU MUST CANCEL IN WRITING. You do not have the right to cancel by just telephoning the school or by not coming to class. If you have any complaints, questions, or problems which you cannot work out with the school, write or call the Bureau for Private Postsecondary and Vocational Education:

Bureau for Private Postsecondary Vocational Education (BPPVE)

Physical Address:
1625 North Market Boulevard, Suite S-202
Sacramento, CA 95834

Mailing Address
P.O. Box 980818
Sacramento, CA 95798
Telephone (916) 574-7720