

THE APPLICATION PROCESS

As a part of the application process, applicants must independently conceive and write an essay of approximately 150 words stating how their education at The Art Institute will help them to attain their career goals. Applicants must also present a record of accomplishment and core academic courses as evidence through high school transcript grade point average or upon evaluation of GED scores. Successful admission into The Art Institute and a satisfactory program start is dependent on the level of accomplishment exhibited in the essay, all grade point averages, evaluation of GED scores, a review of the results of any nationally-based exams such as the SAT or ACT, (preferred, but not required), a personal interview with an admission representative, and meeting all other requirements stated in this Agreement.

Applicants who have not submitted a transcript or GED scores no later than two weeks prior to their quarter start date will be required to complete the Conditional Class Start Agreement.

First-quarter tuition and fees for new students become due 60 days prior to the end of each academic quarter. Students may not register for any academic quarter of study unless all tuition and fees that are due have been paid, or unless students have made arrangements for an approved alternative payment plan. There is a \$25 fee imposed on continuing students for late registration. Tuition is charged on a quarter-by quarter basis. Students are not obligated beyond the quarter they are currently attending.

STUDENT'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 less a cancellation fee of \$100 (includes the non-refundable \$50 application fee and \$50 of the administrative fee) until midnight of the *first day of instruction*. Your cancellation takes effect when you give written Notice of Cancellation to The Art Institute at the address above. Please direct the Notice to the attention of the Registrar. Any written expression that you wish not to be bound to this Agreement will serve as a Notice of Cancellation of this Agreement if provided to The Art Institute by midnight of the first day of instruction. If you mail your Notice of Cancellation to The Art Institute, it becomes effective as of the postmark, if properly addressed with proper postage. You are due a complete refund within 30 days after The Art Institute receives a valid Notice of Cancellation. However, if you have received any equipment or a Starting Kit, you must return it to The Art Institute within 20 days of the date of the Notice of Cancellation. If you do not return it, The Art Institute may deduct the documented cost of the equipment from the amount of your refund.

FINANCIAL INFORMATION

Starting Kit, the average costs of consumable supplies, textbooks, equipment, and parking² 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.

Special U.S. and overseas trips are voluntary and are not included in regular tuition and fees. The Starting Kit consists of the basic equipment, texts, and materials required for beginning each program. A list of the components of the Starting Kit is provided to each enrolled student. In addition to the Starting Kit, the average costs of consumable supplies, textbooks and equipment by program are:

Parking: \$90/quarter - Parking is provided for students in a patrolled parking structure next to The Art Institute. Parking fee is payable at the beginning of each quarter.

Shuttle Service: \$300/quarter - Direct shuttle service from school-sponsored housing locations to the school is available on a quarterly basis. The shuttle service currently operates Monday-Friday from approximately 6 am – 11 pm. Participation in the shuttle service program is open to all students on a quarterly basis. The shuttle stop sites are only available at school-sponsored housing locations. Most students can include the quarterly shuttle charge to their student account. See the Residential Life and Housing Office for details

First-quarter tuition and fees for new students are due prior to the first day of enrollment. Thereafter, quarterly tuition for each succeeding quarter is due upon registration, approximately two weeks prior to the end of each academic quarter. Students may not register for any academic quarter of study unless all tuition and fees that are due have been paid, or unless students have made arrangements for an approved alternative payment plan. Tuition is charged on a quarter-by-quarter basis. Students are not obligated beyond the quarter they are currently attending.

REFUND POLICY

Refund Policy Prior to Matriculation

Applicants may cancel their enrollment in person or in writing and be entitled to a refund of money paid, as described further in this section, before the beginning of classes. An applicant not requesting cancellation before the starting date indicated on this Enrollment Agreement will be considered a student.

- The Art Institute will notify the applicant, in writing, of his/her acceptance/rejection. All monies paid by the applicant will be refunded if he/she is not accepted for admission.
- All monies, less the non-refundable \$50 application fee, paid by the applicant will be refunded if requested by the applicant within five business days after signing the Enrollment Agreement.
- Applicants who postpone starting school after the original start date noted on the Enrollment Agreement may be required to reapply and will be subject to the tuition , fees, and other conditions on the revised Enrollment Agreement.
- Applicants requesting cancellation more than five business days after signing this Enrollment Agreement (and making an initial tuition payment), but prior to the first day of classes, will receive a refund of all monies paid, less a cancellation fee of \$100 (includes the non-refundable \$50 application fee and \$50 of the administration fee).
- All tuition and fee monies paid by an applicant, less the non-refundable application fee, will be refunded if requested within three business days after his/her first tour of the school and inspection of equipment or if requested within three business days of the student's attendance at the regularly scheduled orientation program for their starting date, whichever is sooner. Refunds will be made within 30 calendar days after the applicant's/student's request or within 30 calendar days after his/her first scheduled class day.

California Refund Policy All Students

In accordance with California state policy, The Art Institute will earn tuition and fees on a proportional basis, up to the 60 percent point of each quarter. After the 60 percent point of each quarter, the school will earn 100 percent of those charges for that quarter.

If a student withdraws from the program after the first day of instruction, The Art Institute may retain earned tuition and fees up to the 60 percent point in the quarter. This calculation is as follows: tuition and fees for the quarter divided by the number of hours in the quarter equals the cost per hour. Number of hours that the student was scheduled to attend to the last date of attendance multiplied by the cost per hour equals the amount of tuition and fees that The Art Institute can retain.

California Policy – Withdrawal Refund Example

A student enrolls in a 112-quarter credit program. The quarter in which the student withdraws has a total of 220 hours of study. The tuition and fees charged for that quarter's hours of study are \$7,424 (not including equipment). Therefore, the tuition and fees applicable to the refund policy = \$7,424 (tuition). There are 220 hours of study (clock hours) in the quarter of enrollment (charge period) and the cost per hour is calculated by dividing the total tuition charge by the hours in the quarter of enrollment (charge period) = \$7,424/220 = \$33.75 per hour. From the date the student last attended or that the institution determines to be the student's date of withdrawal according to its policy, the refund would be calculated as follows: 100 hours (number of class hours as of withdrawal date) x \$33.75 = \$3,375.00 (amount The Art Institute can retain). The refund would be calculated as follows: \$7,424 (amount student paid) - \$3,375.00 (amount The Art Institute retains) = \$4,049.00 (refund). This refund assumes that the student did not use Financial Aid and paid in full.

RETURN OF TITLE IV FUNDS POLICY

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 funds were received in this order: Unsubsidized Stafford Loan, Subsidized Stafford Loan, Perkins Loan, PLUS Loan, Pell Grant, Federal Academic Competitive Grant (ACG), National Science and Mathematics Access to Retain Talent Grants (SMART), 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.

The Art Institute 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 Art Institute will then calculate how much of the charges can be retained based on the Art Institute policy. The amount that can be retained will be subtracted from 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 re-salable condition within 21 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. Examples of the calculations for this new policy are available in the Student Accounting office.

Non-payment of charges

Non-payment of tuition, housing, fees and/or other charges due to The Art Institute 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.

MID QUARTER SESSION

I. Refund Policy after Matriculation, All Quarters

This academic quarter is approximately 5 weeks in duration.

II. Adjustments of the Tuition and Fee Charges

If a student withdraws from the program after the first day of instruction, The Art Institute may retain earned tuition and fees up to the 60 percent point in the term. This calculation is as follows: Tuition and fees for the term divided by the number of classroom hours in the term equals the cost per hour. Number of hours that the student was scheduled to attend the last date of attendance multiplied by the cost per hour equals the amount of tuition and fees that The Art Institute can retain.

III. Kit Return Policy

Students who leave The Art Institute during the first three weeks of the mid quarter session may return the starting kit and/or individual components of the starting kit within 10 days of your last date of attendance of the mid quarter.

IV. Information in the Catalog or Student Handbook will Apply Except for the Following Changes:

ADD/Drop period is two days from the start of the mid quarter session. If you drop or add one or more class, your financial aid eligibility may change. Please see your Financial Aid Officer before you drop or add a class.

V. Return of Title IV Funds

The Return of Title IV Calculation as described in the Enrollment Agreement for the mid quarter session will apply using the mid quarter start and end dates.

Withdrawal Definitions

A student may voluntarily withdraw from The Art Institute by notifying the Office of the Registrar in writing. The refund policies outlined above shall apply in the event that a student withdraws, is suspended, or is terminated from the school. In the calculation of refunds, 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 described above.

Refund Policy for Online Course Withdrawal

Students who withdraw from a Session I or Session II online course after the add/drop period are treated the same way as if they withdrew from a residential class. Session II classes begin the day after the Session I classes end and run five weeks. The ending date of the second session may not coincide with the ending date of the on-ground classes.

POLICIES AND DISCLOSURES

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

Student Withdrawal

A student may voluntarily withdraw from The Art Institute by notifying the Office of the Registrar 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.

Cancellation of a 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.

Course Completion and Graduate Employment Information

To help you make a sound decision about whether to sign up for one of The Art Institute's Associate and Bachelor of Science degree programs, The Art Institute maintains annual completion and placement information in the Career Services Office.

Attendance

20 hours per week, except Culinary Arts which attends on average 23 hours per week. The Art Institute reserves the right to modify 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. Days of attendance will vary for students according to their program of study and may change from quarter to quarter.

Class Sessions

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 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. <school name> cannot guarantee students hands-on usage of such equipment beyond that called for in the curriculum. To complete the requirements of his/her program, the student may have to schedule use of the equipment outside normal class hours.

Homework

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

Curriculum

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

Transferability of Credits

The Art Institute of California – Los Angeles is licensed by the Bureau for Private Post-Secondary and Vocational Education to confer Bachelor's and Associate's degrees. The Art Institute of California – Los Angeles is accredited by the Accrediting Council for Independent Colleges and Schools to award associate's degrees and bachelor's degrees. The Accrediting Council for Independent Colleges and Schools is listed as a nationally recognized accrediting agency by the United States Department of Education and is recognized by the Council for Higher Education Accreditation. ACICS can be contacted at 750 First Street NE, Suite 980, Washington, D.C. 20002. Telephone: 1.202.336.6780. However, the fact that a school is licensed and accredited is not necessarily an indication that all credits earned at this school will be accepted by another school. In the U.S. higher education system transferability of credit is always determined by the receiving Institute taking into account such factors as course content, grades, accreditation, and licensing. It is your responsibility to confirm whether or not credits will be accepted by another school.

Credits you earn in your program of study, 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 units here at our school. In addition, if you earn a degree in your program of study, 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 Post-secondary and Vocational Education Reform Act §4817(b), January 1, 1998.*

The goal of The Art Institute 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 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 will transfer to another school. Programs offered by an affiliate school 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 employers. If you are considering transferring to either an affiliate or an unaffiliated school, it is your responsibility to determine whether that school will accept your credits earned at The Art Institute. We encourage you to make this determination as early as possible.

The Art Institute does not imply, promise, or guarantee transferability of its credits to any other institution.

Employment Assistance

The Art Institute does not guarantee employment or any particular level of compensation prior to or following graduation. The Art Institute, however, offers 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 may limit the particular employment opportunities available to them.

Graduation Requirements

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 2.00.
- Maintaining satisfactory academic progress standards as outlined in the academic catalog.
- Satisfy all financial obligations with The Art Institute.
- Meet portfolio or other requirements, as outlined in the student handbook.

Non-Discrimination Policy

The Art Institute does not discriminate on the basis of race, color, creed, religion, national origin, ancestry, sex, age, sexual orientation, disability, genetic marker or any other characteristic protected by state, local or federal law in the administration of any of its educational programs or activities, or with respect to admission or employment.

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 The Art Institute of California – Hollywood 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 the Bureau for Private Postsecondary and Vocational Education (address below).

Or you may contact:

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

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

Any questions or complaints a student may have regarding this Enrollment Agreement that have not been satisfactorily answered by the institution may be directed to the Bureau for Postsecondary Education at 1225 North Market Boulevard, Suite S-308, Sacramento, CA 95834, Tel. 1.916.574.8200. A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 1.916.574.8200 or by completing a complaint form which can be obtained on the Bureau's Internet Web site.

ARBITRATION OF DISPUTES

You and The Art Institute agree that any dispute or claim between you and The Art Institute (or any company affiliated with The Art Institute, 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 The Art Institute, 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 Art Institute'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 intends to initiate arbitration, it will notify you in writing by regular mail at your latest address on file with The Art Institute, 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 will select one.

The Art Institute 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 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 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 ORMEMBER 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 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 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. 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, Tel. 800-474-2371. The above supersedes any inconsistent arbitration provision published in any other document.

MILITARY SERVICES

The Art Institute 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 (maintain 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 54 consecutive months (18 consecutive quarters) whichever first occurs.

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

According to regulations published by the Department of Education based on the Student Right-to-Know Act, the graduation/completion rates for first time, full-time students who are entered in school and graduated/completed within 150% of the normal time to complete the program must be made available to current and prospective students. You may obtain this information in the admissions office.

TRANSITIONAL STUDIES

The Art Institute is committed to student success. We recognize that students come with many strengths and skill sets, and to help us determine academic preparation especially in the areas of mathematics and English, we have selected to ACUPLACER test.

Exception to taking the ACUPLACER test will be granted to:

- Those with transferable college credits in 100-level and above mathematics and/or English courses (grades of "C" or higher).
- Those with scores of 450 or higher in the verbal portion of the SAT and/or 400 or above in the mathematics portion.
- Those with a composite score of 17 or higher on the ACT.
- Those with the Advanced Placement (AP) scores of 3 or higher in English and/or mathematics.
- Those with an associate's or bachelor's degree from an accredited educational institution.
- Those with a CLEP score of 50 or greater on the math or English composite exam.

To ensure proper placement in English and mathematics courses, entering students are required to take this diagnostic test. Based on the results of the academic placement test, students may be required to take transitional studies courses. The courses included in this program are designed to help build and strengthen the basic foundation skills. To receive the benefits of such a program, students must enroll in the courses in their first quarter.

Students enrolled in transitional studies classes may be required to take from three to six credits in addition to their normal program of study credit requirements. Students must successfully complete such courses with a grade of "C" or better in order to progress in their program. These credits will increase the total number of credits students must take and they will not count toward graduation, nor do they count in the CGPA; however, they will be included in determining the maximum time frame and the incremental completion rate. These credits will be charged at the current per-credit-hour rate. Transitional studies courses may be individually attempted no more than three (3) times. Failure to do so will result in termination.

The Art Institute also recognizes that the students may have had professional work experience that might be comparable to the competencies of certain courses. For these students who are without documentation of such competencies, proficiency testing is available for a fee (currently \$100.00). Proficiency tests are available for the following courses: College Algebra, Computer Applications.

The Art Institute also accepts The College level Examination Program (CLEP Test Scores). Please see an Assistant Director of Admissions for details on examining subjects and score levels.

STUDENT TUITION RECOVERY FUND

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 (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 protects only California students and The Art Institute's participation is mandatory.

Please note that (a) if the student is a recipient of third-party payer tuition and course cost, the student is not eligible for protection under the STRF, and (b) the student is responsible for paying the state assessment amount for 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 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 charged, regardless of the portion that is prepaid.

As a participant in the STRF, The Art Institute 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: _____