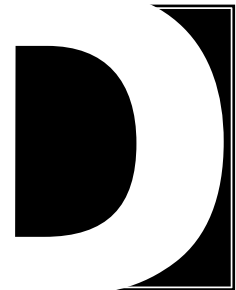


# ENROLLMENT AGREEMENT DIPLOMA

**The Art Institute of California™ - Orange County**

3601 WEST SUNFLOWER AVE., SANTA ANA, CALIFORNIA, 92704  
 Telephone: 1-714-830-0200 | Toll-Free: 1-888-549-3055 | Facsimile: 1-714-338-1331  
 www.artinstitutes.edu/orangecounty



**Student Name** \_\_\_\_\_  
 (Last Name) (First Name) (Middle)

**Address** \_\_\_\_\_  
 (Street or P.O. Box)

\_\_\_\_\_  
 (City) (State) (Zip)

**Telephone:** (\_\_\_\_) \_\_\_\_\_ **Program:** \_\_\_\_\_

**Anticipated Completion Date:** \_\_\_\_\_ **Admissions Representative:** \_\_\_\_\_

**Check Starting Date:**

November 13, 2008

January 12, 2009

February 19, 2009

April 6, 2009

May 14, 2009

July 13, 2009

August 20, 2009

October 5, 2009

Other \_\_\_\_\_

**Check Program For Which You Are Applying:**

**Art of Cooking Diploma Program** (Four 11-week quarters: 44 academic weeks; 51 credits; 847 hours)

**Baking & Pastry Diploma Program** (Four 11-week quarters: 44 academic weeks; 49 credits; 825 hours)

### STUDENT COMPLAINTS

Any questions or problems concerning The Art Institute of California – Orange County ("school" or "The Art Institute") 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. Telephone 1-916-874-7720.

### 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 – Orange County. 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	Parent's Signature (If student is under 18 years of age)	Date
Signature of Authorized School Official	Date	Title of Authorized School Official	

### DISCLOSURE CERTIFICATION

My signature below certifies that the school has met all the disclosure requirements of California Education Code, Title 3, Division 10, Part 59, Chapter 7 of the Private Postsecondary and Vocational Institutions and, for schools receiving federal financial aid funds, all of the requirements for administration of any California financial aid program under the Higher Education Act as amended and regulated.

Signature of Authorized School Official \_\_\_\_\_ Date \_\_\_\_\_

A Student Financial Plan including a retail installment agreement is incorporated by reference.

### 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 my financial obligations to The Art Institute must be paid in full before a diploma may be awarded and before transcripts will be issued.

**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 the student and The Art Institute. 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 – Orange County President.**

I also understand that this Agreement constitutes a binding contract upon acceptance by The Art Institute. 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. My signature above signifies that I have read and understand all aspects of this agreement and do recognize my legal responsibilities in regard to this contract.

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 – Orange County. In addition, the school reserves the right to report my failure to pay amounts owed to one or more national credit bureau organizations.

### 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, per the Cancellation Refund Policy, 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 Nine (9) of this Agreement. Please direct the Notice to the attention of the Registrar. Any written expression that you wish not to be bound to the Agreement will serve as a notice of cancellation if provided to The Art Institute within five days of the quarter start. You will be given a Notice of Cancellation form (attached as the last page of this Agreement) to use prior to or at the first day of class, but you can use any written notice that you wish. If you mail your Notice of Cancellation to the school, it becomes effective as of the postmark, if properly addressed with proper postage. If a refund is due, it will be issued within thirty (30) days after the school receives a valid Notice of Cancellation.

### TUITION AND FEES

Tuition is charged at \$483.00 per credit. Tuition and fees effective October 1, 2008. The current tuition and fees applicable to The Art Institute of California – Orange County's programs are as follows:

Current Schedule of Charges	ART OF COOKING DIPLOMA PROGRAM	BAKING & PASTRY DIPLOMA PROGRAM
Tuition per Quarter (12 credits) <sup>1</sup>	\$5,796	\$5,796
Application Fee <sup>2</sup>	50	50
Enrollment Fee <sup>2</sup>	100	100
Student Activity Fee <sup>3</sup>	50	50
Culinary Lab Fee per Quarter (estimated) <sup>4</sup>	\$315	\$315
<b>Total Tuition/Fees for Program*<sup>5</sup></b>	<b>\$26,093**</b>	<b>\$25,127***</b>
Starting Kit (estimated)	1,425	1,240
<b>Total Tuition*</b>	<b>\$27,518</b>	<b>\$26,367</b>

- <sup>1</sup> A separate financial plan exists, which complies with the Truth in Lending Regulation Z, and is part of this Agreement.
- <sup>2</sup> Application and Enrollment Fees are paid by new and transfer students only. Refer to the Cancellation Refund Policy in the "Student's Right to Cancel" section above. Tuition fees effective October 1, 2008.
- <sup>3</sup> Student Activity Fee: a one time, non-refundable fee of \$50 is in addition to the total tuition cost to support student-related activities effective July 1, 2005.
- <sup>4</sup> Culinary Lab Fee: applies to the Art of Cooking and Baking & Pastry programs. Monthly consumable supplies are included with the \$315 per quarter lab fee. The Culinary lab fee will be treated as part of the tuition for refund purposes. The lab fee is assessed each quarter.
- <sup>5</sup> Not including Starting Kit. Total tuition cost based on 51 credit units for the Art of Cooking Diploma Program and 49 credit units for the Baking & Pastry Diploma Program.

\* Based on current credit hour rate. Total cost will increase with each per credit hour tuition increase.  
 \*\*Art of Cooking tuition calculated using 12 credit enrollment for first, second and fourth quarters and 15 credit enrollment for the third quarter.  
 \*\*\*Baking & Pastry tuition calculated using 12 credit enrollment for first three quarters and 13 credit enrollment for the fourth quarter.

The Art Institute of California – Orange County offers selected courses online through a consortium agreement with The Art Institute of Pittsburgh, Online Division. The Art Institute charges the same tuition for online courses as it does for on-ground courses. A \$100 fee is charged in addition for each online course to cover administrative and technical support for the students.

**PROGRAM PRICING**

I understand that I am 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 of the program. The adjustment to the per credit hour rate may occur before I begin classes and my program will be calculated using the new rate. Any changes to tuition and fees will be published to students.

**FINANCIAL INFORMATION**

Each academic quarter is 11 weeks. The Application Fee of \$50 is to be submitted with the Application for Admission. The Enrollment Fee of \$100 is due within 10 days after this Enrollment Agreement is signed.

Special U.S. and overseas study abroad 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 estimated costs of consumable supplies, textbooks, and equipment are as follows: Textbooks (estimated) \$110/month.

**HOUSING**

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

**STUDENT WITHDRAWAL**

A student may voluntarily withdraw from the school at any time 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.

**WITHDRAWAL DEFINITION**

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:

- 1. The student notifies The Art Institute of withdrawal or of the last date of attendance, whichever is earlier.
2. The Art Institute terminates the student's enrollment as provided in the Enrollment Agreement.
3. The student fails to attend classes for 14 consecutive calendar days. The date used for calculations shall be the last date of recorded attendance or the withdrawal date shall be the date that the student misses the designated days.
4. Refund is made within 30 calendar days of the date of withdrawal as outlined above.

**POLICY FOR ONLINE CLASS WITHDRAWAL**

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

**REFUND POLICY**

**REFUND POLICY PRIOR TO MATRICULATION**

Applicants may cancel their enrollment in person or in writing and are 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.

- 1. The Art Institute will notify the applicant, in writing, of his/her acceptance/rejection. All monies paid by applicant will be refunded if the applicant is not accepted for admission.
2. 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, minus \$75 of the enrollment fee which is non-refundable.

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.

**CANCELLATION OF START DATE**

Cancellation by The Art Institute of California - Orange County 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, minus \$75 of the enrollment fee which is non-refundable. However, the student can elect to accept instead a guaranteed reservation in the next scheduled class for that program.

**CANCELLATION REFUND EXAMPLE (prior to matriculation)**

A student enrolls in a 51-quarter unit program (which meets for 847 clock hours) and pays for just the first quarter (including Starting Kit and enrollment fee), a cost totaling \$7,686, which covers 198 hours. For this example, we assume the Starting Kit for the program is \$1,425. The student's enrollment and application fee of \$150 and lab fee of \$315 is in addition to the \$5,796 tuition cost, for a total of \$6,978. 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, minus \$75 of the enrollment fee which is non-refundable.

**REFUND POLICY AFTER MATRICULATION**

**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 funds were received in this order: Unsubsidized Stafford Loan, Subsidized Stafford Loan, PLUS Loan, Pell Grant, ACG Grant, SMART Grant and 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.

**ADDITIONAL REFUNDS**

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 California policy (see below). The amount that can be retained will be subtracted from the adjusted amount paid. If there is additional money to be refunded from Federal funds after calculating the Return of Title IV formula and the refund policy, the refund will be made to the student, or, with the student's authorization, to the Federal loan program(s) in the following order, up to the amount received for the term of withdrawal: Unsubsidized Stafford Loan, Subsidized Stafford Loan, PLUS Loan, Pell Grant and SEOG. If there is an additional credit balance made up of non-Title IV funds, it will be refunded in the following order, up to the amount received for the term of withdrawal: Unsubsidized Stafford Loan, Subsidized Stafford Loan, PLUS Loan, other loans, other aid (if required), and 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.

**CALIFORNIA REFUND POLICY - ALL DIPLOMA STUDENTS**

If a student withdraws from the program after the fifth day of instruction, The Art Institute may retain earned tuition and fees for that part of the program attended. 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. The number of hours that the student was scheduled to attend, multiplied by the cost per hour equals the amount of tuition and fees that The Art Institute can retain.

**Sample Refund Grid \***

Table with 2 columns: Attendance Completed and Total Tuition\*\*. Rows show percentages of a quarter (10%, 25%, 50%, 60%, 75%) and corresponding tuition amounts.

Table with 2 columns: Tuition Earned by The Art Institute of California - Orange County and Refund Due Student Account. Rows show percentages (10% to 75%) and corresponding dollar amounts.

\* Refund amount assumes the student is paid in full and is not subject to the Return to Title IV Funds calculation.
\*\* Based on current credit hour rate. Total cost will increase with each per credit hour tuition increase.

**GENERAL INFORMATION AND UNDERSTANDINGS**

**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.

**HANDLING OF STUDENT COMPLAINTS**

If a student feels that a concern or complaint has not been adequately resolved using the Student Complaint Procedure described in The Art Institute catalog, the student may direct his/her complaint or concern in writing to the Bureau for Private Postsecondary and Vocational Education (BPPVE), Department of Consumer Affairs, 1625 North Market Boulevard, Suite S-308, Sacramento, CA 95834, Tel. 1-916-574-8200, as well as to the Accrediting Council for Independent Colleges & Schools (ACICS), 750 First Street, NE, Suite 980, Washington, D.C. 20002-4241, Tel. 1-202-336-6780, Fax 1-202-842-2593.

**ARBITRATION OF DISPUTES**

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

The Art Institute of California - Orange County 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 - Orange County 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 - ORANGE COUNTY 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 - ORANGE COUNTY 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 - Orange County 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 - Orange County. 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.

**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-PAYMENT OF CHARGES**

Non-payment of tuition, housing, fees and/or charges due to The Art Institute of California - Orange County 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 of your debts to us are paid in full.

**REPEATED COURSES**

For any repeated course, students will pay the full cost of tuition for that course.

**POLICIES AND PROCEDURES:**

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

**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.

**TRANSFERABILITY OF CREDITS**

The Art Institute of California - Orange County is approved by the California Bureau for Private Postsecondary and Vocational Education (BPPVE) to award a Diploma in both the Art of Cooking and Baking & Pastry, and is 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 licensed 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 licensing. The Art Institute of California - Orange County was approved by the Bureau for Private Postsecondary and Vocational Education of the State of California to award diploma, Associate of Science, Bachelor of Fine Arts, and Bachelor of Science degrees until the Bureau's sunset on July 1, 2007. The school is now functioning under a voluntary agreement with the Department of Consumer Affairs.

The mission of The Art Institute of California - Orange County 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 - Orange County 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 - Orange County 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(6), January 1, 1998.

The Art Institute of California - Orange County is a member of The Art Institutes system of schools. 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 California - Orange County may be transferable into that school's program.

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

**ENGLISH LANGUAGE PROFICIENCY**

The Art Institute of California - Orange County programs are technical in nature, therefore, foreign students are required to demonstrate proficiency in the English language and satisfy all admissions requirements and procedures. The English language requirement will be met when an application has submitted proof of a score of 500 or better on the TOEFL, or completed level 108 at an ESL Language Center or recognized equivalent.

**NON-DISCRIMINATION**

The Art Institute does not discriminate on the basis of race, color, creed, religion, national origin, ancestry, sex, age, sexual orientation, disability 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. For information regarding The Art Institute's equal opportunity policy and grievance procedure, please contact the Director of Admissions at The Art Institute of California - Orange County, 3601 West Sunflower Ave., Santa Ana, CA 92704, Tel. 1-888-549-3055.

**STUDENT RIGHT TO KNOW**

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

**EMPLOYMENT ASSISTANCE**

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

**CLASS SESSIONS**

Classes are in session six (6) days a week, Monday through Saturday. Each student is scheduled by The Art Institute of California - Orange County 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 students in advance of each quarterly start date. The Art Institute 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 Art Institute of California - Orange County reserves the right to change a class session schedule from time to time according to classroom, studio, shop and/or lab availability, and academic or student distribution circumstances. From time to time, instructional activities may occur at an off-campus location appropriate for the particular activity.

**CURRICULUM**

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

**PROGRAM DESCRIPTIONS**

**ART OF COOKING DIPLOMA PROGRAM:**

The curriculum for The Art Institute of California - Orange County emphasizes progressive techniques and trends. Students are taught in modern kitchens and receive practical training. The Art of Cooking program consists of courses covering basic skills and techniques including use of culinary equipment, food safety, American regional cuisine, baking and pastry as well as nutrition.

**BAKING & PASTRY DIPLOMA PROGRAM:**

The Baking and Pastry diploma program provides students with fundamentals in pastry and bread baking techniques, production skills, as well as critical thinking skills. Instruction is delivered through lecture and hands-on kitchen production with students developing competencies in the basic fundamentals of baking, desserts, cake decoration and the pastry arts. Hands-on technical skills are complimented with basic food service management theory.

**ELIGIBILITY FOR GRADUATION**

The Art Institute of California - Orange County awards a Diploma to graduates of the Art of Cooking and Baking & Pastry programs. 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 - Orange County.

**NOTICE OF CANCELLATION**

(Date)
(Enter date of first class)

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

If you cancel this Agreement, 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.

However, if the school gave you any equipment, you must return the equipment within 21 days of the date you signed a cancellation notice. If you do not return the equipment within this 21-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 school 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 educational services, mail, fax or deliver a signed and dated copy of this cancellation notice, or any other written notice, to:

The Art Institute of California - Orange County
Registrar's Office
3601 West Sunflower Avenue
Santa Ana, CA 92704

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 school. \_\_\_\_\_

Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_

**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 and Vocational Education (Department of Consumer Affairs)**

Physical Address:
400 "R" Street, Suite 5000
Sacramento, CA 95814-6200

Mailing Address:
1625 North Market Boulevard, Suite S-202
Sacramento, CA 95834
Telephone: 1-916-874-7720