

Program Start Date _____

Expected Graduation Date _____ APPLICANT'S FIRST NAME _____ MIDDLE INITIAL _____ LAST NAME _____

ENROLLMENT AGREEMENT PERIOD: This Enrollment Agreement will remain in effect until the student graduates with the following exceptions: if a student transfers to a program not included in the original program group selected below, or if a student has a break in enrollment of one year or more, the student will be required to complete a new Enrollment Agreement.

Period of Enrollment: _____ TO _____

Programs Offered

Bachelor of Science Degrees in INFORMATION TECHNOLOGY with concentration in

- Information Technology-Computer Information Technology (ITCIT)**
Quarter credit hours required: 180
- Information Technology-Information Security (ITSEC)**
Quarter credit hours required: 180

Bachelor of Science Degrees in NETWORK COMMUNICATIONS

- Network Communications (NETCOM)**
Quarter credit hours required: 180

Bachelor of Arts Degrees in MEDIA ARTS & DESIGN with concentration in

- Media Arts & Design Game Arts & Design (MAGAD)**
Quarter credit hours required: 180
- Media Arts & Design - Visual Design (MAVD)**
Quarter credit hours required: 180

ALL MT. SIERRA COLLEGE BACHELOR'S DEGREE PROGRAMS ARE DESIGNED FOR COMPLETION BY A FULL-TIME STUDENT IN FIFTEEN 11-WEEK QUARTERS (165 WEEKS). THE LENGTH OF TIME A PART-TIME STUDENT REQUIRES TO GRADUATE IS DEPENDENT UPON THE NUMBER OF CREDIT HOURS THE STUDENT COMPLETES EACH QUARTER.

Schedule **Method Of Payment**

All Instruction occurs at 800 Royal Oaks Drive Suite 101, Monrovia, California 91016.

Course	Day	Time
_____	_____	_____
_____	_____	_____
_____	_____	_____

- Cash in Full
- Agency
- Loans
- Financial Aid
- Installment Note

Tuition and Fees

	Bachelor of Science Degrees in Business	Bachelor of Science Degrees in Information Technology & Network Communications	Bachelor of Arts Degrees in Media Arts & Design
Total Credits per Program	180	180	180
Total Tuition Cost Based on Current Tuition Rate	_____	_____	_____
Estimated books and supplies*	_____	_____	_____
Estimated software	_____	_____	_____
Estimated course fees (non refundable)**	_____	_____	_____
Estimated Cost of Notebook Computer (one-time purchase)	_____	_____	_____
Registration Fee (refundable)	_____	_____	_____
Total Estimated Cost Of Degree	_____	_____	_____
Student Tuition Recovery Fund Assessment (non refundable) Eff 1/1/14	_____	_____	_____
Total Estimated Cost For Entire Program	_____	_____	_____

Tuition: Tuition for all degree programs is per credit hour. Students requiring repeat work will be charged additional tuition at the prevailing rate. Repeating courses may extend instruction time by 11-week increments.

Mt. Sierra College reserves the right to change tuition and fees at the start of any term. The College will provide written notification of any changes no later than 90 days prior to the first day of a term in which the increase will take affect.

Tuition is due and payable in advance of the first day of each term unless the student has arranged an alternative payment option with the College. The College reserves the right to adjust the monthly payment at any time if a student's aid eligibility changes for any reason, including but not limited to a change of program or enrollment status or failure to maintain satisfactory progress.

Tuition does not include room and board, books, software, supplies, fees of any kind, or transportation to and from the College.

REFUNDS WILL BE MADE IN ACCORDANCE WITH THE STUDENT'S RIGHT TO CANCEL AND REFUND POLICIES OUTLINED ON THE REVERSE SIDE OF THIS ENROLLMENT AGREEMENT.

A SEPARATE PROMISSORY NOTE IS TO BE COMPLETED AND BECOMES PART OF THIS AGREEMENT SHOULD THE APPLICANT PAY THE BALANCE DUE OVER AN EXTENDED PERIOD OF TIME. SHOULD INTEREST BE CHARGED ON THE ENROLLMENT, ALL TERMS AND CONDITIONS WILL COMPLY WITH THE FEDERAL TRUTH-IN-LENDING REQUIREMENTS.

***Textbooks, Software and Supplies:** Textbooks and supplies may be purchased through the College or from an outside source, but must be those required by the College. The cost of textbooks and supplies will include applicable state and local taxes. The cost of textbooks, software and supplies will vary each term based upon the program of study, current term course offerings, and publishers' prices.

Generally textbooks and supplies will cost approximately \$600 per term. Generally the cost of textbooks, software and supplies will be higher in the early terms of each program due to course requirements.

****Fees:** Students may incur additional fees for services not listed here. A full list of fees is provided in the Mt. Sierra College Academic Catalog.

- Application Fee (non-refundable) must accompany application\$
- Registration Fee (refundable).....\$
- Graduation Fee.....\$100
- Faculty Fee\$10

- Course Fees (non-refundable)
 - On Campus Lab Fee Per Lab Course
 - Business / Technology.....\$
 - Media Arts & Design\$
 - Late Fee - Continuing Student Registration Per occurrence\$

As of January 2017, Hengda USA Education completed its acquisition of Mt Sierra College.

76215. Student Tuition Recovery Fund Disclosures.

(a) A qualifying institution shall include the following statement on both its enrollment agreement for an educational program and its current schedule of student charges:

"You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party."

(b) In addition to the statement described under subdivision (a) of this section, a qualifying institution shall include the following statement on its current schedule of student charges:

"The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency programs attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act."

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Note: Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Section 94923, Education Code.

THIS ENROLLMENT AGREEMENT IS A LEGALLY BINDING INSTRUMENT WHEN SIGNED BY THE STUDENT AND ACCEPTED BY MT. SIERRA COLLEGE.

ANY QUESTIONS A STUDENT MAY HAVE REGARDING THIS ENROLLMENT AGREEMENT THAT HAVE NOT BEEN SATISFACTORILY ANSWERED BY THE INSTITUTION MAY BE DIRECTED TO THE BUREAU FOR PRIVATE POSTSECONDARY EDUCATION AT 2535 CAPITOL OAKS DRIVE, SUITE 400, SACRAMENTO, CA 95833, WWW.BPPE.CA.GOV, TOLL-FREE TELEPHONE NUMBER (888) 370-7589 OR BY FAX (916) 263-1897.

A STUDENT OR ANY MEMBER OF THE PUBLIC MAY FILE A COMPLAINT ABOUT THIS INSTITUTION WITH THE BUREAU FOR PRIVATE POSTSECONDARY EDUCATION BY CALLING 888-370-7589 OR BY COMPLETING A COMPLAINT FORM, WHICH CAN BE OBTAINED ON THE BUREAU'S INTERNET WEB SITE WWW.BPPE.CA.GOV.

NOTICE

YOU MAY ASSERT AGAINST THE HOLDER OF THE PROMISSORY NOTE YOU SIGNED IN ORDER TO FINANCE THE COST OF THE EDUCATIONAL PROGRAM ALL OF THE CLAIMS AND DEFENSES THAT YOU COULD ASSERT AGAINST THIS INSTITUTION, UP TO THE AMOUNT YOU HAVE ALREADY PAID UNDER THE PROMISSORY NOTE.

BOTH SIDES OF THIS DOCUMENT CONSTITUTE ONE AGREEMENT. BE SURE TO READ THE BACK OF THIS AGREEMENT.

STUDENT'S RIGHT TO CANCEL

Applicants who have not yet attended class have the right to cancel the enrollment agreement at any time. Applicants who have attended class retain the right to cancel the enrollment agreement through attendance at the first class session, or midnight of the seventh calendar day after enrollment, whichever is later. "Attended" is defined as attendance in the classroom or participation in an online course. "Enrollment" is defined as execution of an enrollment agreement.

- ▶ If a Notice of Cancellation is submitted prior to midnight of the third business day following the date the enrollment agreement was signed, the applicant will receive a refund of all monies paid, including the non-refundable application fee.
- ▶ If a Notice of Cancellation is submitted following this period, but no later than through attendance at the first class session or midnight of the seventh calendar day after enrollment, whichever is later, the applicant will receive a refund of all monies paid, less the non-refundable application fee.

The College will issue all refunds within forty-five days of the date the notification of cancellation is received by the Registrar.

Applicants who are denied admission to the College will receive a refund of all monies paid, including the non-refundable application fee, within forty-five days of the date of determination of admission.

The notice of cancellation will be effective the date it is received in the Registrar's office if hand delivered, faxed, or emailed or the date post-marked if mailed. After the end of the cancellation period, students retain the right to withdraw; refer to the Tuition Refund Policy for details.

Mail: Mt. Sierra College, Attn: Registrar, 800 Royal Oaks Dr., Suite 101, Monrovia, CA 91016
 Fax: (626) 359-5528
 Email: Records@mtsierra.edu

Applicants may return textbooks in their original condition to the virtual bookstore at eCampus for refund within thirty days of the date of written notice of cancellation. Any equipment charged to an applicant as specified in the enrollment agreement must be returned within ten days following the date of the notice of cancellation. If an applicant does not return textbooks or equipment during these time periods, the College may deduct the amount owed from the calculated refund.

You may cancel this agreement up to _____
 LAST DATE TO CANCEL INITIALS

TERMS AND CONDITIONS

Admission to the College is at the College's sole discretion. Upon the applicant's acceptance to the College, the application and enrollment agreement will become an agreement whereby the terms and conditions stated herein are understood and agreed to by the College and each party signing this Enrollment Agreement.

Any changes in this agreement shall not be binding on either the student or the College unless such changes have been approved in writing by an authorized representative of the College and by the student or the student's parent or guardian, if he or she is a minor. It is unfair business practice for the College to sell, discount, or otherwise transfer this contract or promissory note without the signed written consent of the student or his or her financial sponsors and a written statement notifying all parties that the cancellation and refund policies continue to apply.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Mt. Sierra College is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree earned at Mt. Sierra College is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree that you earn at Mt. Sierra College are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Mt. Sierra College to determine if your credits or degree will transfer.

STUDENT LOAN DEFAULT

If a student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

- ▶ The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
- ▶ The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

STUDENT ACCEPTANCE OF TERMS AND CONDITIONS OF ENROLLMENT AGREEMENT

Prior to signing this enrollment agreement, you must be given a College catalog in electronic or hard copy and a School Performance Fact Sheet, which you are encouraged to review prior to signing this agreement. These documents contain important policies and performance data for this institution. This institution is required to have you sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination passage rates, and salaries or wages, prior to signing this agreement.

Date _____ Initials _____

I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, and salary or wage information included in the School Performance Fact Sheet, and have signed, initialed and dated the information provided in the School Performance Fact Sheet.

Date _____ Initials _____

Any dispute arising from enrollment at Mt. Sierra College, no matter how described, pleaded, or styled, shall be resolved by binding arbitration under the Federal Arbitration Act conducted by the American Arbitration Association (AAA) at Monrovia, California under its Commercial Rules. All determinations as to the scope or enforceability of this Arbitration Agreement shall be determined by the Arbitrator, and not by a court. The award rendered by the arbitrator may be entered in any court having jurisdiction.

THE TERMS AND CONDITIONS OF THIS AGREEMENT ARE NOT SUBJECT TO AMENDMENT OR MODIFICATION BY ORAL AGREEMENT. I, THE UNDERSIGNED PURCHASER OF THE PROGRAM OF TRAINING, HAVE READ, UNDERSTAND AND AGREE TO THE TERMS AND CONDITIONS CONTAINED HEREIN AND WITH MY SIGNATURE I CERTIFY HAVING RECEIVED AN EXACT COPY OF THIS AGREEMENT, A COPY OF THE SCHOOL CATALOG AND SCHOOL PERFORMANCE FACT SHEET. I FURTHER ACKNOWLEDGE THAT NO VERBAL STATEMENTS HAVE BEEN MADE CONTRARY TO WHAT IS CONTAINED IN THIS AGREEMENT. THIS ENROLLMENT AGREEMENT IS A LEGALLY BINDING INSTRUMENT WHEN SIGNED BY THE STUDENT AND ACCEPTED BY THE SCHOOL.

I HAVE READ AND RECEIVED A SIGNED COPY OF THE ENROLLMENT AGREEMENT. Date _____ Initials _____

APPLICANT SIGNATURE	DATE	EMAIL ADDRESS	PHONE
ADDRESS	CITY	STATE	ZIP CODE
IF APPLICANT IS UNDER AGE 18 PARENT/GUARDIAN SIGNATURE	PRINT PARENT/GUARDIAN NAME	RELATIONSHIP	DATE MM/DD/YYYY

ADMISSION REPRESENTATIVE SIGNATURE	ADMISSIONS REPRESENTATIVE PRINT	DATE MM/DD/YYYY
COLLEGE OFFICIAL <i>Note: Acceptance of the Enrollment Agreement does not imply admission to the College.</i>		
AUTHORIZED COLLEGE OFFICIAL SIGNATURE	TITLE	DATE MM/DD/YYYY

BOTH SIDES OF THIS DOCUMENT CONSTITUTE ONE AGREEMENT. BE SURE TO READ THE FRONT OF THIS AGREEMENT.

TUITION REFUND POLICY.....

Students retain the right to withdraw from the College following the cancellation period. A student who submits a signed Program Withdrawal form or who is withdrawn by the College for cause such as lack of attendance is entitled to receive a prorated refund of tuition paid if the student has completed 60% or less of a period of attendance (quarter). If a student has completed more than 60% of the quarter, the student is not entitled to receive a refund. Fees are non-refundable.

The withdrawal date for refund calculations is the last date of recorded attendance by the student. Refunds will be issued within forty-five days of the official date of withdrawal as required by applicable laws and regulations.

For example, if a student pays \$1,000 in tuition for a quarter and withdraws after attending through the 30th day of the quarter, the student has completed 38.9% of the quarter and is therefore due a prorated refund of \$611.

If a student's tuition is paid by a third party organization, any refund due will be issued directly to the third party. In the event that the College discontinues a program of study prior to a student's completion, or should the College close prior to a student's completion of his or her program, the student will receive a prorated refund of all prepaid tuition and fees.

Continuing students who withdraw or who are withdrawn by the College on or before Sunday of week one in any quarter will not be charged tuition for that quarter, and any sum paid in advance will be refunded.

Notice to recipients of federal grants and loans: The Higher Education Amendments of 1998 require continued eligibility for federal grants and loans to be based on a student's satisfactory academic progress and successful completion of his or her program of study. If a student withdraws from school, the amount of financial aid that can be used to pay his or her education expenses will be prorated based on the amount of time spent in attendance if the student has completed 60% or less of the period of enrollment (quarter). The College must return excess funds to Title IV programs in the sequence required by the U. S. Department of Education. Students should be aware that they remain responsible for all appropriate charges that are not covered by Federal Student Aid due to the student's withdrawal.

Tuition Credit Deadline: Tuition is charged on Tuesday of the second week of each quarter. Once tuition has been charged, no reduction of tuition will be made if a student withdraws or is withdrawn from an individual course. Students who withdraw from all courses in a given quarter (program withdrawal) are entitled to a prorated refund as outlined above.

Student Financial Responsibility: A student who obtains a loan to pay for any portion of his or her education will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If a student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

MT. SIERRA COLLEGE RESPONSIBILITIES.....

Upon acceptance, the College agrees to make available to the applicant classroom space and instruction in the program designated for the period indicated. Students who successfully complete all degree requirements will receive the appropriate Bachelor's degree and will be eligible for placement assistance. MT. SIERRA COLLEGE DOES NOT GUARANTEE JOB PLACEMENT.

Programs are subject to change by the College at any time when such changes are deemed advisable, or when new laws or regulations require such changes. The College reserves the right to schedule courses and classes within the program in the order deemed necessary. Appropriate substitutions in curriculum may be made as deemed necessary by the College. These changes will not result in extra tuition charges to the student, nor will they materially alter the length of the program.

The College reserves the right to terminate a student for unsatisfactory progress and/or attendance, non-payment or failure to comply with published rules.

STUDENT RESPONSIBILITIES

The student agrees to attend class regularly and abide by the rules and regulations of the College. It is understood and agreed that failure by the student to do so may result in immediate suspension or termination at the option of the College and the College will not be held responsible for the remaining portion of the course of instruction following a disciplinary termination. It is further understood and agreed that the student is responsible for the applicable tuition amount and the student is not relieved from this obligation by his or her cancellation, withdrawal, absence, suspension, or dismissal from the College, except to the extent of an applicable refund as described in the Tuition Refund Policy. The student hereby acknowledges that he or she has read and understood all of the conditions set forth in the Academic Catalog, as well as any other documents setting forth standards applicable to students of the College, and the student accepts the same as part of his or her agreement with the College, and agrees to be bound thereby.

It is the applicant's responsibility to provide Mt. Sierra College with an official copy of his or her high school and prior college transcripts, and the College is authorized to request copies of these transcripts and other educational records.

I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me.

COST OF DEGREE

TOTAL CHARGES FOR THE ENTIRE PROGRAM (ESTIMATED)* \$ _____

TOTAL CHARGES FOR CURRENT PERIOD OF ATTENDANCE (ESTIMATED)* \$ _____

CHARGES DUE UPON ENROLLMENT \$ _____

*Reentry students: This amount is equal to the remaining cost of program (estimated).