



Directions: Please read carefully and fill in the required fields in section A, D, H, I and J

Section A

Student's Name: \_\_\_\_\_ Social Security # \_\_\_\_\_

Student's Address: \_\_\_\_\_

Section B

Any questions or problems concerning this school which have not been satisfactorily answered or resolved by the School should be directed to the Bureau for Private Postsecondary and Vocational Education, 400 R Street, Suite 5000; Sacramento, CA 95814, (916) 445-3427.

Section C

This agreement is a legally binding instrument when signed by the student and accepted by the School. Your signature on this agreement acknowledges that you have been given reasonable time to read and understand it and that you have been given: (a) a written statement of the refund policy including examples of how it applies, (b) a catalog including a description of the course or educational service including all material facts concerning the School and the program or course of instruction which are likely to affect your decision to enroll. Immediately upon signing this agreement, students should make a copy and retain it.

Section D

This agreement is for the educational program: \_\_\_\_\_ (Name and Degree of your program)

Total Program Hours that must be satisfied to complete the required course of study: \_\_\_\_\_ (Total Credit hours of your degree program)

Your program start date is: \_\_\_\_\_ (Term and Year) indicate: Fall I, Fall II, Spring I, Spring II, Summer I, Summer II

Section E

BUYER'S RIGHT TO CANCEL. The student has a right to cancel this enrollment agreement or withdraw his/her enrollment from the Argosy University and obtain an applicable refund. You may cancel this enrollment agreement or withdraw from the Argosy University and receive the applicable refund by providing a written notice to the Argosy University/SFBA, 999 A Canal Blvd., Point Richmond, CA 94804.

Section F

REFUND INFORMATION. The student has a right to a full refund of all tuition charges less the amount of the application fee if he/she cancels this agreement prior to or on the first day of instruction. In addition, the student may withdraw from a course after instruction has started and receive a pro-rata refund from the unused portion of the tuition and other refundable charges, less administrative fees, if the student has completed 60% or less of the instruction or if 60% or less time has elapsed from the scheduled start date, whichever comes first.

For example: if the student completes only 4 class sessions of a 10 session course and paid \$1100.00 tuition, the student would receive a refund of \$600.00 using the calculation below:

- \$1100 total paid (-) \$100 administrative fee = \$1000 refund
\$1000 tuition 10 class sessions=\$100 per class session
\$100 tuition (x) 4 classes attended = \$400 tuition owed
\$1100 total paid (-) \$400 tuition used plus \$100 fee = \$600 refund.

If the School cancels or discontinues a course or educational program, the School will make a full refund of all charges. Refunds will be paid within 30 days of receipt of the student's notice of cancellation or withdrawal.

Section G

STUDENT TUITION RECOVERY FUND (STRF). The Student Tuition Recovery Fund was established by the California Legislature to protect any California resident who prepays tuition in order to attend a private postsecondary institution from suffering a financial loss in the event that the School closes, fails to live up to its enrollment agreement, or refuses to pay a court judgement. To be eligible for STRF, student must be a California resident at the time the enrollment agreement is signed. Students who are temporarily residing in California for the sole purpose of an education or specifically those who hold student visas, do not qualify as California residents. Refer to the Catalog for details.

## Section H

FEES AND CHARGES. The student is responsible for the following fees and charges pertaining to the program's required course of study completed during each enrollment period. **Tuition and fees are subject to change on an annual basis. Historically, tuition and fees increase on average 5% although this rate may vary.**

Application	<b>\$50</b>	Non-refundable fee
Tuition Deposit	<b>\$250</b>	One time fee paid prior to first term of enrollment for School of Psychology and Behavioral Sciences. Applies toward tuition of first term.
Tuition: (On average, tuition increases 5% annually)	<b>\$850</b>	Per semester credit (Psy.D, MACL, Programs)
	<b>\$750</b>	Per semester credit (Ed.D and DBA Programs)
	<b>\$525</b>	Per semester credit (MAEd, Teacher Cred, MA Counseling, Forensic and MBA)
	<b>\$425</b>	Per semester credit (BA Completion Programs)
Textbooks/Materials	<b>\$150</b>	Per course- based upon an average cost per course.
Training Related Fees	<b>\$850</b>	Internship (per term Psy.D)
	<b>\$20</b>	Professional Liability Insurance (per term) for students taking Practical Courses
Program Related Fees	<b>\$150</b>	Graduation Fee
	<b>\$50</b>	Student Activity fee <sup>1</sup> (annual)
	<b>\$35</b>	Installment Plan Fee (per term)
	<b>\$50</b>	Late Registration/ Payment Fee
	<b>\$25</b>	Late Payment Fee
	<b>\$50</b>	Add/Drop Fee
	<b>\$850</b>	Professionalization Group (per term PsyD and MA Clinical)
	<b>\$450</b>	Child Abuse Reporting Seminar Fee (PsyD and MA Clinical)
	<b>\$100</b>	Testing Resource Fee (added to all testing courses PsyD and MA Clinical)
	<b>\$10</b>	Technology Fee (per credit)

<sup>1</sup>Each student enrolled and registered at Argosy University/SFBA is charged an annual student activity fee of **\$50**. Once paid, the fee is non-refundable. The fee will be used in connection with student government and Argosy University/ SFBA student activities. Students enrolled in one credit hour or less each term are exempt from the student activity fee.

**I understand the amount of fees, charges, and services I am obligated to pay for my program of study. I further understand that fees, charges, and services are subject to change and may increase annually. Annual increases and changes usually go into effect commencing with the Fall term and are maintained throughout the academic year.**

**I understand that if I obtain a student loan, I am responsible for repaying the loan amount plus any interest.**

## Section I

**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.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

## Section J

This agreement is not operative until the student makes an initial visit to the institution and receives a thorough tour, or attends the first class or session of instruction (for the first time / first term students only).

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

## Section K

I certify that the Argosy University had met the disclosure requirements of California Education Code 94312(f). I further certify that the institution has met all requirements for the administration of any federal student assistance program under the Title IV of the federal Higher Education Act of 1965 (P.L. 89-329), extension of that act, amendments to that act, and rules and regulations adopted under the act.

\_\_\_\_\_  
Ariana Heller, Director of Student Services /School Official Signature, Title or  
Monica Garcia, Associate Registrar/School Official Signature

**Notes:**

**ARBITRATION**

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

AU 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, AU 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 AU 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 AU 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, AU 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 AU. 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](http://www.jamsadr.com), 800-352-5267; National Arbitration Forum, P.O. Box 50191, Minneapolis, MN, 55405, [www.arb-forum.com](http://www.arb-forum.com), 800-474-2371.

**RENEWAL**

I understand and agree that this agreement is executed at the time of my initial enrollment at Argosy University and that my enrollment in subsequent semesters shall constitute a renewal of the terms of this Agreement, except for the tuition and fees which may be subject to change.

**ACKNOWLEDGEMENT**

By signing this agreement, I acknowledge that I have read this agreement thoroughly, have received my copy and agree to be bound by it. I agree to abide by the rules and regulations described in the Argosy University Registration Bulletin or Course Schedule each semester, the Academic Catalog, Academic Catalog Addenda and the Student Handbook. Argosy University may, at its sole option, refuse to accept any modification of this agreement as set forth herein, and specifically disclaims any guarantee or understanding, oral or written, that I will be allowed to modify this agreement at any time. I understand that the refund policy is subject to change in accordance with Federal and State regulations and institutional policies.

\_\_\_\_\_  
Applicant’s Signature Date

\_\_\_\_\_  
Admission’s Representative’s Signature Date

\_\_\_\_\_  
Accepting School Official (Non-admissions) Signature Date

