

Enrollment Agreement
Argosy University, Orange County Campus
601 S. Lewis, Orange CA 92868

Address where instruction will be provided: **601 S. Lewis Orange, CA 92868**

Student's Name: _____

Social Security: _____

Student's Address: _____

Estimated Enrollment Period*: _____

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.

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, and (b) a program of study which details the courses needed to complete degree requirements. (For more detailed information on course descriptions and educational services, including all material facts concerning the school and the program or course of instruction which are likely to affect your decision to enroll, students may request an academic catalog. Students should contact their advisor for any questions relating to their program of study.) Immediately upon signing this agreement, you will be given a copy to retain for your records.

This agreement is for the educational program **Doctor of Education in Organizational Leadership**.

A total of **60** credit hours must be satisfactorily completed to meet the program's requirements. Your anticipated start date is _____. Your completion date depends on your own scheduling, but must not be later than **7 years***. Students must execute an Enrollment Agreement prior to registering for their first course.

BUYER'S RIGHT TO CANCEL. The student has a right to cancel this enrollment agreement or withdraw his/her enrollment from Argosy University and obtain an applicable refund. You may cancel this enrollment agreement or withdraw from Argosy University and receive the applicable refund by providing a written notice to: Admissions Support Officer, Argosy University-Orange County Campus, 601 S. Lewis, Orange, CA 92868. If your notice of cancellation is sent by mail, the notice must be postmarked on or before the date that notice is required.

REFUND INFORMATION. The student has a right to a full refund of all tuition charges if he/she cancels this agreement prior to or on the first day of instruction. In addition, the student may withdraw from school after instruction has started and receive a pro-rata refund from the unused portion of the tuition and other refundable charges if the student has completed 60% or less of the instruction. For example, if the student completes only 4 class sessions of a 10-session course and paid \$1,000.00 tuition plus the \$55.00 registration fee, the student would receive a refund of \$600.00, using the calculations in the illustration below.

\$1,055 total paid	Minus	\$55 registration fee	= \$1,000 base for refund
\$1,000 tuition	Divided by	10 class sessions	= \$100 per class session
\$100 per session	Times	4 sessions attended	= \$400 tuition owed
\$1,055 total paid	Minus	\$455 tuition used plus	= \$600 refund non-refundable reg. fee

Note: This refund policy is designed to comply with California statutes, and applies only to courses offered at or through the Argosy University Orange County Campus. If the University cancels or discontinues a course or educational program, the school will make a full refund of all applicable charges. Refunds will be paid within 30 days of receipt of the student's notice of cancellation or withdrawal.

FEES AND CHARGES. The student is responsible for the following fees and charges pertaining to the program's required course of study completed during the designated enrollment period. Students will receive advance notice of any changes in fees/tuition. In general, students can expect approximately a five to seven percent (5-7%) increase in tuition per academic year. The following fees are estimates and are subject to change. Students will receive advance notification of any changes.

* Based on maximum timeframe requirements (see of Academic Catalog) and measured from the date of first enrollment or 60 days after acceptance, whichever was earlier.

Application Fee	\$ 50.00	Submitted with application package.
College of Business Doctorate: Tuition	\$ 55,800.00	Based on the required 60 credit hours at \$930.00 per credit hour (effective September 1, 2010); Does not include charges related to late registration fees, add/drop fees or transcript fees.
Textbooks/Materials		Average cost of textbooks per course: \$100-\$300 . Text/Materials costs are estimations only. Prices are based on average costs. Fees are paid to booksellers/suppliers, not the University. Digital materials/eBook Fee (applies to select graduate and undergraduate courses; fee varies by course) \$65.00-\$125.00
Training Related Fees		Itemization: Internship (per semester) \$405.00 MA and Doctoral Practicum & Practicum Seminar (per semester, includes tuition and liability insurance)
Technology Fee (per credit)	\$900.00	\$15.00 per credit
Graduation Fees	\$ 225.00	A graduation fee is assessed to all degree-seeking students upon completion of their program of study and prior to the receipt of their diploma.
Student Activity Fee	\$25.00	\$25 per academic year, assessed September 1, (pro-rated first year for mid-year admissions). Currently, no activity fee is in effect.
Student Tuition Recovery Fund		Residents of California will be charged a \$2.50 fee per \$1000 of tuition charged; if you are not a resident of California, you are not eligible for protection under, and recovery from, the Student Tuition Recovery Fund. \$62.50
TOTAL CHARGES	\$ 57,075.00	Estimated – based on current tuition/fee schedule. Tuition and fees are subject to change from time to time.

The total cost of the program, including all fees, charges, and services is estimated at **\$ 57,075.00**. You are responsible for paying all fees, charges, and services as they are incurred each semester. If you obtain a student loan, you are responsible for repaying the loan amount plus any interest.

You may assert against the holder of the promissory note you signed in order to finance the cost of instruction all of the claims and defenses that you could assert against this school, up to the amount you have already paid under the promissory note.

“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 entered 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 Department.”

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. My signature below also acknowledges that I have received, read and understood the Academic Catalog, and I agree to abide by it.

Student’s Signature

Date

LANGUAGE: If your primary language is not English, you are entitled to a clear explanation of the terms and conditions of this Enrollment Agreement from a qualified school official upon request.

School Official:

I certify that the Argosy University Orange County Campus has met the disclosure requirements of California Education Code 94810 of the Private Postsecondary and Vocational Education Reform Act of 1998.

I further certify that the institution has met all requirements for the administration of any federal student assistance program under 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.

This agreement is accepted by _____

School Official Signature

Date

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, 800-352-5267; National Arbitration Forum, P.O. Box 50191, Minneapolis, MN, 55405, 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
_____	_____
Guardian’s Signature (if applicable)	Date
_____	_____
Admission’s Representative’s Signature	Date
_____	_____
Accepting School Official’s (Non-admissions) Signature	Date