



8697-C La Mesa Boulevard, PMB 21
La Mesa, CA 91942 619-335-0441

ENROLLMENT AGREEMENT

A. _____
Student Name

Address City State Zip

B. This agreement is for the program **Master of Arts in Creative Writing**

A total of 36 credits are required to complete the program.

Projected Start Date: _____ Projected Completion Date: _____

C. ANY QUESTIONS OR PROBLEMS CONCERNING THIS SCHOOL WHICH HAVE NOT BEEN SATISFACTORILY ANSWERED OR RESOLVED BY THE SCHOOL SHOULD BE DIRECTED TO:

BUREAU FOR PRIVATE POSTSECONDARY EDUCATION. P.O. Box 980818, West Sacramento, CA 95798-0818, www.bbbe.ca.gov, toll-free telephone number 888-3707589 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 fax 916-263-1897.

D. STUDENT'S RIGHT TO CANCEL

You may cancel this enrollment agreement and receive a refund by providing a written notice to the Registrar of Perelandra College, 8697-C La Mesa Blvd., La Mesa, CA 91942

The student shall have the right to cancel enrollment in the entire program until midnight of the 10th day following notification by email of admission into the online classroom. The decision to cancel must be delivered by mail, email, or fax. The student will then be refunded 100% of the amount paid for institutional charges, less the application and registration fees (\$100.00).

Students who withdraw entirely from a program will not be held liable for the tuition applicable to any course for which they have not yet enrolled. Monies paid above the tuition for the courses they have attempted will be refunded within 30 days of withdrawal.

E. REFUND INFORMATION

The tuition refund policy of the College conforms to California Education Code 94820. Registration fees are not refundable. The College's refund policy has been developed in accordance with and reflects both the California Bureau for Private Postsecondary Education guidelines and the business standards of the Distance Education and Training Council, through which the College maintains accreditation. These guidelines and standards specify a pro rata refund to students who have completed 60% or less of a given course.

The College determines refunds for course cancellation as follows:

1. An administrative fee of \$100.00 is deducted from the total tuition charge.

2. The remainder is divided by the number of lessons in the course.
3. The quotient is the per-course charge.
4. The amount owed by the student for the purposes of calculating the refund is derived by multiplying the total number of lessons attempted by the per-lesson charge.
5. The refund shall be any amount paid by the students in excess of the figure derived in step 4.
6. Perelandra College does not participate in federal financial aid programs. However, should the college commence such participation, and a student receives federal financial aid, in the case of a refund, the student is entitled to a refund of moneys not paid from federal student financial aid funds.
7. Should the college begin to participate in federal financial aid programs and a student receives a loan and subsequently defaults on the loan, both of the following may occur: (1) the federal or state government or a loan guarantee agency may take action against the student, including garnishing an income tax refund; and (2) the student may not be eligible for any other government financial assistance at Perelandra College or another institution until the loan is repaid.
8. Should the student obtain a loan to pay for an educational program, the student will thereby incur the responsibility to repay the full amount of the loan plus interest, less the amount of any refund paid directly by the college.

F. NOTICE CONCERNING TRANSFERABILITY OF CREDITS:

The transferability of credits you earn at Perelandra College is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn in Creative Writing is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree you earn at this institution 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 Perelandra College to determine if your credits or degree will transfer.

G. STUDENT TUITION RECOVERY FUND (Applies to California residents only)

The Student Tuition Recovery Fund was established by the Legislature to protect any California resident who attends a private postsecondary institution from losing money if they prepaid tuition and suffered a financial loss as a result of the school closing, failing to live up to its enrollment agreement, or refusing to pay a court judgment. The rules provide for institutions to collect from students an assessment that provides funds if and when such are required by the administrator of the fund. Perelandra College has chosen to waive student responsibility for this fee and pay the assessment on its own.

H. TECHNICAL REQUIREMENTS

___ Check here to verify that you have the minimum technical requirements for assignment submissions: computer with Microsoft Word® compatible word processing software, up to date Web Browser software (Microsoft Internet Explorer® 6.0+ or Mozilla FireFox 1.2+), and 56kps or faster Internet connection. *The student is responsible for all incurred technical and Internet related expenses required for the educational program.*

I. MATRICULATION AND ENROLLMENT

The college will enroll a student in the first class within seven days following an offer of admission and the receipt of this document in completed form. A student retains the right to cancel the enrollment agreement and receive a full refund of all tuition paid at any time within one week of the date the completed enrollment document is received. Refunds will be processed within one week of the cancellation date.

J. FEES AND CHARGES: The student is responsible for the following fees and charges:

Application Fee	\$50 included in tuition
Registration Fee	\$50 included in tuition
Tuition	\$7200.00 less any discounts (see payment contract)

TOTAL CHARGE PER CLASS: \$600, payable before enrollment in the first class.

TOTAL CHARGE FOR THE PROGRAM \$7200.00

See the Payment Contract for payment plan details

Books, to be purchased separately, not included in tuition.
Estimated Textbook Expenses: \$50 per course

Incidental fees:

Graduation Processing Fee \$100.00
Late Fee (On Monthly Payments) \$5.00
Experiential Learning Evaluation \$100.00 per semester credit granted
Returned Check Fee \$20.00
Transcript Fee \$10.00

K. CATALOG AND SCHOOL PERFORMANCE FACT SHEET

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) access to 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.

Prior to signing this enrollment agreement, you should review the college Catalog and School Performance Fact Sheet. The school Catalog is available through the [Catalog](#) link on the home page of the college website. The School Performance Fact Sheet can be downloaded from the website [Forms](#) page. 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.

L. _____ By initialing here, I certify that I have received the Catalog and information regarding completion rates, placement rates, license examination passage rates, and salary or wage information included in the School Performance Fact sheet.

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.

Signature of Student

Date

Signature of college official

Date