



ENROLLMENT AGREEMENT

Term_____ ID#_____

Student Name_____

Declared Degree/Major_____

Total Credit Hours for degree 120 credit hours

California Locations: MCB Camp Pendleton

*Park University
Joint Education Center Box 555020
Bldg #1331, Room 207
MCB Camp Pendleton, CA 92055-5020*

Private Postsecondary and Vocational Education Reform Act effective January 1, 1998 states:

- 1. Any questions or problems concerning this institution, which have not been satisfactorily answered or resolved by the institution should be directed to the Bureau for Private Postsecondary and Vocational Education, 400 R Street, Suite 5000, Sacramento, CA 95814, phone 916.445.3427.**
- 2. The Enrollment Data Sheet (EDS) on page 2, lists the course numbers and titles of courses you are taking this term. In the bottom left hand side of the EDS the total tuition for the course and any incurred fees are listed. The student and the Administrator must sign the EDS on the right hand side making this a legal contract. Books are purchased online through 2000 MBS Direct Bookstore at <http://direct.mbsbooks.com/park.htm> or by phone at 800-325-3252.**

Your declared degree/major is listed above requiring 120 credit hours for completion of the required courses for your major. Your personal audit, showing completed coursework and required coursework still needed to complete your major, can be found on the Internet through OPEN. By using your login and password you can review your audit at any time located at www.park.edu/OPEN

Insert Enrollment Data Sheet here

3. **CONTRACT AMOUNT AND SCHEDULE OF CHARGES** - (page 64 of the 2006/2007 Park University Undergraduate Catalog)

Tuition: refundable according to Refund table

MCB Camp Pendleton	\$158.00 per credit hour
Effective October 1, 2006	\$167.00 per credit hour

Fees and Charges: - Non-Refundable

Registration Fee (included in tuition)	\$100.00
(California Students only)	
Application/Evaluation Fee	\$25.00
(New student non-refundable fee)	
Re-evaluation	\$25.00
(For change of degree - non-refundable fee)	
Late Payment charge	\$20.00
(Register after beginning of term - non-refundable fee)	
Commencement Fee	\$50.00
(Paid two term prior to graduation - non-refundable fee)	
Bookkeeping Charge	\$20.00
(For students requiring a payment plan - non-refundable fee)	
Internet Fee	\$14.00 per credit hour
(Non-Refundable fee for students taking internet courses)	
Transcript Request Fee	\$4.00
(Request for official transcript - non-refundable fee)	
Writing Competency Test Admin	\$15.00
(Required test to graduate - non-refundable fee)	
Validated Learning Equivalency (VLE)	
Petition Fee	\$30.00
Fee for each awarded hour	\$30.00
(Fee for transcribing credit - non-refundable fee)	
Return Check Charge	\$30.00
(Bookkeeping charge for transaction - non-refundable fee)	

Total of charges for this term are listed on the second page of this form. Not all of these fees are applicable to every student.

If an account is sent to an agency for collection and/or legal action, the student will pay all collection and/or legal fees. All Fees listed above are processing fees and non-refundable. Tuition is refunded according to the California refund schedule listed on page 5 of this document.

4. The name and address of the school and the addresses where instruction is provided is listed below.

Shannon Lyon-Barker, Campus Center Director

Office location:

Park University

Joint Education Center Box 555020

Bldg #1331, Room 207

MCB Camp Pendleton, CA 92055-5020

Courses will be in the classrooms of the Education Center as posted in the schedule.

5. The name of the program of instruction, including the total number of credits is listed on the first page. The office staff will give you a brochure showing the description of the program, classes and credit hours required to complete the program of instruction. You may obtain your record of progress from the secured OPEN page at www.park.edu/OPEN by obtaining your login and password from the Administrator of the Resident Center. Sign below indicating that you have received this information

Student Signature _____ Date _____

6. 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 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, you will be given a copy of it to retain.

7. **BUYER'S RIGHT TO CANCEL** - The Park University Enrollment Data Sheet becomes effective after the student has signed in the Student Signature block. Courses may be dropped with no charge up to the Friday before the first day of the term. The first eight calendar days of a term constitutes the Add/Drop period. Within this time period when adding a class, the student is responsible for additional charges; when dropping a class, the student's charges will be refunded based on the Park University California Refund Policy. The adding or dropping of a class must be done by the student in the Park University representative's office of the site of coursework:

Park University

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8. **Refund Statement**

FINANCIAL REFUND POLICY

To begin the refund process, the student must notify Park as noted in the ACADEMIC WITHDRAWAL section of the catalog.

The return of federal funds formula provides for a return of Title IV aid if the student received federal financial assistance in the form of a Federal Loan: Unsubsidized, Stafford, Perkins, and Parent; Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (SEOG), other Title IV programs and withdrew on or before completing 60% of the semester/term. *If funds were released to a student because of a credit balance on the student's account then the student may be required to repay some of the federal grants or loans released to the student.*

Students receiving federal financial aid who withdraw from anything less than 100 percent of their courses will have tuition refunded using the following schedule. All other students not receiving federal financial aid who withdraw from one or all of their courses (both officially and administratively), will also have tuition refunded using the following schedule.

All fees are non-refundable (see page 2 of this agreement). Tuition is refundable per Park California Refund Calculation Schedule below.

PARK CALIFORNIA REFUND CALCULATION SCHEDULE

- \$158 per semester hour x 3 credit hour course = \$474
- If student withdraws from course the refund is figured as follows:
- Tuition (\$158 per credit hour x 3 credit hours) \$474 X 87% = \$412.38 refunded to student.
- Tuition Rate increase October 1, 2006 from \$158 to \$167 per semester hour.

California Code 94820

The Refund Policy for California Students for 8 week terms is:

Week 1	87%
Week 2	74%
Week 3	62%
Week 4	50%
Week 5	37%
Week 6	0%

Students with financial assistance awards who withdraw from the university will have financial assistance refunded in compliance with federal regulations as stated in the Federal Register. Park University distributes funds back to federal programs in the following order: Federal Loans; Unsubsidized, Stafford, Parent, Direct, and Perkins;

Federal Pell Grants; Federal Supplemental Educational Opportunity Grants (SEOG); other Title IV programs. Institutional awards are redistributed after the federal programs.

VA Students - If a VA student's cumulative grade point average (GPA) remains below the graduation requirements for more than three consecutive terms, the student **will not be certified for VA educational benefits** until his/her academic status is restored to good standing.

Non-Refundable Charges - Tuition is the only refundable charge as stated in the Refund Policy. All other fees or charges are non-refundable.

9. My signature below certifies that I have read, understand, and agree to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me.

Student Signature _____ Date _____

10. If a student is not a resident of California, the student is not eligible for protection under, and recovery from the Student Tuition Recovery Fund.

11. 04810(a)(11) Park University pays the Student Tuition Recovery Fee.