



L.A. Translation and Interpretation
2975 Wilshire Blvd. #640, Los Angeles, CA 90010

ENROLLMENT AGREEMENT, 9/1/2016-8/31/2017

Student: _____ SS#: _____ Phone: _____

Address: _____ Email: _____

This agreement is for the education program: _____

A total number of credit hours required to complete the program: _____

Start Date of Training: _____ Scheduled Completion Date: _____

STUDENTS RIGHT TO CANCEL. You have the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

Cancellation shall occur when you give written notice of cancellation at the address (2975 Wilshire Blvd. Suite 640, Los Angeles, CA 90010) of the School shown on the top of this Agreement and attention to the President. You can do this by mail, hand delivery, or telegram. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with postage prepaid. A notice of cancellation shall be in writing, and a withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

LATI will refund 100% of the amount paid for institutional charges, less a reasonable deposit or application not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.

The refund policy for students who have completed 60% or less of the period of attendance shall be a pro rata refund. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds. If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the school cancels or discontinues a course or education program, the school will make a full refund of all charges. Refunds will be paid within 45 days of cancellation or withdrawal. If the student defaults on a federal or state loan, both the following may occur:

- (1) 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.
- (2) The student may not be eligible for any other federal student financial aid at another institution or other government financial assistance until the loan is repaid.

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, (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 toll-free or by completing a complaint form, which can be obtained on the bureau's internet web site www.bppe.ca.gov.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at L.A. Translation and Interpretation is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the credits you earn in our 1-year Certificate in Translation and Interpretation, and Certificate in Mission Language, is also at the complete discretion of the institution to which you may seek to transfer. If the 1-year Certificate in Translation and Interpretation, Certificate in

Mission Language, that 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 L.A. Translation and Interpretation to determine if your credits will transfer.

Registration Fee (non-refundable):

Tuition: _____

Books (see attached itemization): _____

Additional Fees (see attached itemization or Schedule of Charges): _____

STRF Fee (\$0.50 per \$1000 tuition: non-refundable): _____

TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE : _____

ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM : \$ _____

TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT : \$ _____

SCHEDULE OF PAYMENTS:

TOTAL AMOUNT DUE \$ _____ or you will make _____ monthly or weekly payments of _____ . Payments will begin on _____ and end on _____

Total Charges \$ _____ Deposit/ Discount\$ _____ Payer-----

"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.

Prior to signing this enrollment agreement, you must be given a catalog or brochure 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, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement.

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, and the most recent three-year cohort default rate, if applicable, included in the School Performance Fact sheet, and have signed, initialed, and dated _____ the information provided in the School Performance Fact Sheet. _ (Initial)

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

I certify that L.A. Translation and Interpretation has met the disclosure requirements of Educational Code 94900 of the Private Postsecondary and Vocational Reform Act of 1989.

ACKNOWLEDGED and ACCEPTED

Signature and Title of School Official Date

THIS AGREEMENT IS LEGALLY BINDING WHEN SIGNED BY THE STUDENT AND ACCEPTED BY THE SCHOOL.



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SCHEDULE OF CHARGES

The following charges apply to a student's total cost for the training program:

TUITION:

1-year Certificate Program - \$200 per unit
 Mission language program: \$600 per course

TEXTBOOKS:

1-year Certificate Program - \$200

FEES:

Application fee	\$35
Fees to transfer credits (per unit for all programs)	\$15
Matriculation Fee: Certificate Programs	\$50
Registration Fee (Non-refundable)	\$100
Late registration fee applicable for each quarter	\$25
Add or Drop Fee (each request)	\$10
Transcript copy fee (first 5 free)	\$5
STRF Fee (non-refundable)	\$0.50 per \$1000 tuition (one time)

The student is expected to separately pay for the following costs while enrolled in LATI:

- Transportation costs to and from school and to and from employment - Parking costs if applicable
- Extra books and resources that are optional
- Resume costs and school attire

The institution reserves the right to increase tuition charges annually. Once enrolled, the student's tuition charges will not be increased over the cost stipulated in the student's enrollment agreement for that quarter. Tuition charged covers the cost to provide the instruction and textbooks; registration fees charged covers the cost of enrollment and admissions; graduation fees cover the cost of providing this service; and the advisory fee covers the cost of providing this service. Additionally, you will be given a copy of the catalog of the school which explains the institution's attendance policies, grading system, graduation requirements, student compliant policies, refund policies, as well as behavior and conduct policies. You will be required to be familiar with this catalog.

Name: _____ Signature: _____ Date: _____

STUDENT TUITION RECOVERY FUND- STRF

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.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by California residents who were students attending schools approved by, or registered to offer Short-term Career Training with, the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident, prepaid tuition, paid the STRF fee, 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 cost.
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.

The STRF fee is based on \$.50 per every thousand dollars paid in tuition. Students must keep a copy of any enrollment agreement, contract, and/or application to document enrollment; tuition receipts or cancelled checks will document the total amount of tuition paid. This information may substantiate a claim for reimbursement from the STRF, which must be filed within one year of the Bureau's service on the student's behalf; or if no notice of rights are served to the student, then within four years of the school's closure. If a student does not possess a social security number or tax identification number, they may not receive a claim. For further information or instructions write to the BPPE:

**Bureau for Private Postsecondary
Education
P.O. BOX 980818,
West Sacramento, CA 95798-0818**