ENROLLMENT AGREEMENT

Student's Name: _____ ID# _____
Last First Middle

A. CHECK THE BOX FOR COLUMBIA COLLEGE'S ONLINE EDUCATION:

☐Columbia College – Online Education
1001 Rogers Street
Columbia, MO, 65216

B. Program Information:

Degree Title: _____ Total Number of Credits: _____

Session Start Date: _____ Scheduled Completion Date: _____

C. Student Tuition Recovery Fund (STRF): The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education.

D. Transferability of Credits and Credentials Earned at our Institution: The transferability of credits you earn at Columbia College is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree or certificate you earn is also at the complete discretion of the institution to which you may seek to transfer. If the credits, degree, or certificate 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 Columbia College to determine if your credits, degree, or certificate will transfer.

E. 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: P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, toll-free telephone number 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 or by completing a complaint form, which can be obtained on the Bureau's Internet Website at: http://www.bppe.ca.gov/enforcement/complaint.shtml.

F. Prior to signing this enrollment agreement, you must be given access to 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, salaries or wages, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement.

Student's Initials: _____ Date: _____

"I certify that I have received the School Performance Fact Sheet, and information regarding completion rates, job placement rates, license exam pass rates, 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. Additionally, I have been made aware of the existence of the academic catalog, located on the college website."

G. Student's Right to Cancel: The student has the right to a full refund of all charges if he/she cancels this agreement by submitting a *Columbia College Add/Drop/Withdrawal Form* or through CougarTrack, prior to close of business on Monday of

the second week of the session.

In addition, the student may withdraw from a course after instruction has started by submitting a *Columbia College Add/Drop/Withdrawal Form* and receive a pro-rated refund for the unused portion of the tuition and other refundable charges if the student has completed 75% or less of the instruction. Refunds will be made within 30 days of cancellation or withdrawal.

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 student is eligible for a loan guaranteed by the federal or state government and the student 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 applying any income tax refund to which the person is entitled to reduce the balance owed on the loan and
2. The student may not be eligible for any other government financial assistance at another institution until the loan is repaid.

Columbia College advises students to take advantage of the financial aid counseling available on the college website before accepting any student loans.

H. Tuition and Charges:

Tuition: _____online hours @_____ per session = $_____

Undergraduate Admission Fee*	$35.00
Graduate Admission Fee*	$55.00
Undergraduate Graduation Processing Fee*	$75.00
Graduate Graduation Processing Fee*	$120.00
Lab Fees	$40.00
Book Fees*	~$150.00-$300.00
Deferred Payment Plan Fee*	$35.00

***Fees are non-refundable.**

Please note: The tuition and fee charges noted above are not subject to change in the academic year for which this form is designated.

TOTAL CHARGES FOR CURRENT PERIOD OF ATTENDANCE: $_____
ESTIMATED TOTAL CHARGES FOR ENTIRE EDUCATIONAL PROGRAM: $_____
TOTAL CHARGES STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT: $_____

Payment Policy: Students are responsible for the amount shown above. Students are required to pay the personal payment portion of their tuition and fee charges (tuition and fee charges less financial assistance) at the time of registration. If full payment is not possible, students are allowed to request a payment plan. The payment plan arrangement requires payment of one half of the personal payment portion at the time of registration. Payment of the second half is required prior to the last day of the session or before registering for a subsequent session. There is a flat, per-session fee to defer payment of charges not covered by financial aid, military tuition assistance, or other third-party payer.

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.

This agreement is accepted by: _____
Signature of Student or Guardian Date

Authorized School Official: _____
Signature and Title Date