



LASC Los Angeles Campus
3530 Wilshire Blvd., #190
Los Angeles, CA 90010, USA
email: info@lascusa.com
Phone: (213) 384-4123
Fax: (213) 384-4013
Website: www.lascusa.com

LASC Irvine Campus
17320 Red Hill Ave, #300
Irvine, CA 92614, USA
email: info@lascusa.com
Phone: (949) 756-0321
Fax: (949) 756-0344
Website: www.lascusa.com

LASC Rowland Heights Campus
19119 E. Colima Rd, #201
Rowland Heights, CA 91748, USA
email: info@lascusa.com
Phone: (626) 810-2003
Fax: (626) 810-2073
Website: www.lascusa.com

Transfer-In Initial F-1 Change of Status Resident Other

Part 1 Program and Optional Services

Program :

Class Time: Morning Afternoon Evening

Quarter: Winter Spring Summer Fall

Starting Date: _____ Ending Date: _____
Month Day Year Month Day Year

Please choose one or more of the following services as needed:
Additional fees will apply for the following services, for more information please contact your Student Representative.

Express Mail Airport Pick Up Homestay Placement

Part 2 Student Information

Name: _____
Family Name First Name Middle Name

Date of Birth: _____ Gender: Male Female
Month Day Year

City of Birth: _____ Country of Birth: _____ Country of Citizenship: _____

U.S. Address:

Street Address City State Zip Code

Telephone: _____ E-mail: _____

Part 3 Address of Your Home Country or Permanent Residence

Street Address City Province / State

Country P.O. Box / Postal Code Phone Number

If you have dependents, fill out the following:

Spouse	Name: _____	Date of Birth: _____	Male Female
Child	Name: _____	Date of Birth: _____	Male Female
Child	Name: _____	Date of Birth: _____	Male Female

Name: _____ Student status: _____ Notes: _____

Part 4 Emergency Contact

Name: _____ Relationship: _____

Phone: _____ E-mail: _____

Part 5 Office Use Only

Payment Information

Course Title _____ Level _____ () Morning Afternoon Evening

Clock Hours _____ Start date _____ End Date _____

ITEM	AMOUNT	METHOD	DATE	INVOICE NO.
Registration Fee (nonrefundable)	\$			
Tuition Fee	\$			
Mailing Fee (nonrefundable)	\$			
Other:	\$			
STRF (nonrefundable):	\$			
TOTAL FEES				

* If a course is canceled due to insufficient enrollment, all money including registration fees will be refunded.

Notes: _____

STANDARD CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE

ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM

ADJUSTMENTS

TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT

* Total Estimated Charges Per Program ESL \$12,240 / EAP \$4,080 TOEFL / IELTS \$4,500 / Business English \$8,160

Part 6 You are Responsible for Paying The Above Amount

Do not sign this agreement until you have read all three pages

This enrollment agreement is legally binding when signed by the student and accepted by the institution. 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. **I have been given ample opportunity to review and understand the terms and conditions before signing. I understand that I have the right to obtain a clear explanation of the terms and conditions and all cancellation and refund policies in my primary language.**

Student Signature

Date

Authorized School Official

Date

Acknowledgment

1. For Initial I-20 students, the non-refundable application fee is valid for 12 months.
2. All the international (I-20) students are required to attend school full-time to remain in status.
3. It is mandatory you notify us any time your phone number and / or address changes.
4. Students receiving an I-20 from LASC must enroll for a minimum of one quarter.

Part 7 Signature of Person Preparing The Form if Other Than bove

I declare that I prepared this application at the request of the above person and it is based on all information of which I have knowledge.

Print Name

Signature

Date

PART 8 STUDENT'S RIGHT TO CANCEL AND REFUND INFORMATION

You may cancel your contract and obtain a refund of charges paid for school without any penalty or obligations, less a reasonable deposit or application fee not to exceed \$150, before midnight on the seventh day after enrollment (_____) or after your first class session, whichever is later, by delivering or mailing a completed Notice of Cancellation form to the address shown on the front of this Agreement. You have the right to withdraw from a program of instruction at any time. If you withdraw from a program of instruction after the cancellation period, the institution shall remit a refund minus a \$150 registration fee within 45 days following your withdrawal. The refund due will be calculated using the last date of attendance. You are only responsible to pay for educational services rendered and unreturned equipment. For students who have been recruited through an agency, the refund amount will be based on the amount paid to LASC less any commission fees. Refunds will be made payable either to the student or the agency, depending on the contractual agreement with that agent. LASC shall have a refund policy for the return of unearned institutional charges if the student cancels an enrollment agreement or withdraws during a period of attendance. All refunds are prorated and will be calculated on a basis of days attended. The amount owed equals the daily charge for the program multiplied by the number of days student attended, or was scheduled to attend prior to withdrawal. No refunds will be given for students who have attended over 60% of days paid. LASC's refund policy, including the calculation below, is in accordance with BPPE regulations and is used instead of that of our accrediting agency as it is more beneficial to the student.

Hypothetical Refund Example:

$$\text{Tuition Paid - Registration Fees} \times \frac{\text{Days of instruction paid for but not received}}{\text{Days of instruction paid for}} = \text{Actual Refund}$$

PART 9 CANCELLATION, WITHDRAWAL, AND REFUND POLICY

LASC shall advise each student that a notice of cancellation shall be in writing, and that a withdrawal may be effectuated by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. If an applicant never attends class (no-show) or cancels the enrollment prior to the class start date, all refunds due must be made within forty-five (45) calendar days of the first scheduled day of class or the date of cancellation, whichever is earlier. In the event that no notice of withdrawal (written or verbal) is provided, LASC must automatically administratively withdraw a student after s/he has been absent for a maximum of 30 consecutive calendar days (excluding any scheduled breaks in the academic calendar) and complete a refund calculation, processing any refunds to or on behalf of the student. For an enrolled student, the refund due will be calculated using the last date of attendance (LDA) and be paid within forty-five (45) calendar days from the documented date of determination. The date of determination is the date the student notifies LASC of his/her intent to withdraw or the date LASC terminates the student due to the student's failure to adhere to LASC's attendance, conduct, or student progress policy. In accordance with ACCET policy, LASC may not require written notification of withdrawal as a condition for making refunds nor charge any penalty for failure to notify the institution in writing. Students may also notify the institution by phone or in person. If a student does not notify the institution verbally or in writing, a refund must still be processed.

Case-Specific Cancellation Policies Rejection of Applicant: If an applicant is rejected for enrollment by LASC, or if a prospective student has his/her visa application rejected, a full refund of all monies paid, less non-refundable charges, will be made. Program Cancellation: If LASC cancels a program subsequent to a student's enrollment, LASC will refund all monies paid by the student. Third Party Agents: If an authorized overseas agent for recruiting students is utilized, LASC informs the student of its contractual relationship with the agent and how that relationship will affect the ability of the student to obtain a refund. If refund of tuition shall be given directly to the agent it is documented and it is the agent's responsibility to refund the student based on LASC's refund calculation. LASC is not responsible for any disputes that may arise between the two parties thereafter and trusts that the agent will treat the student equitably and fairly. LASC reserves the right to revoke its contract at anytime if it is found that the agent operates and/or communicates to prospective students in a dishonest or ethical manner. All students, please be aware that students that have received an I-20 from LASC must enroll for a minimum of one quarter. LASC may not bill for a period in excess of twelve (12) month increments. Refund computations will apply to the current term at the time of withdrawal.

PART 10 FINANCIAL AID AND LOAN REPAYMENT

LASC does not participate in federal or state financial aid programs. However, it is our duty to inform you that if you are a student who has obtained a loan to pay for an educational program, you will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if you have received federal student financial aid funds, you are entitled to a refund of the moneys not paid from federal student financial aid program funds. If you 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.

PART 11 SCHOOL CLOSURE, STUDENT TUITION RECOVERY FUND

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if 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.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

PART 12 NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at LASC is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in _____ is also at the complete discretion of the institution to which you may seek to transfer. If the credits or certificate that you earn at this institution is 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 LASC to determine if your credits or certificate will transfer.

PART 13 NOTICE TO ALL PROSPECTIVE STUDENTS

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 1747 North Market, Suite 225 Sacramento, CA 95834, www.bppe.ca.gov, TEL. (916) 574-8900, 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 toll-free or by completing a complaint form, which can be obtained on the bureau's website. 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.

PART 14 CERTIFICATION

I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage 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

Date

_____ Initial Here

Revised 5/15/2020
Supersedes 1/16/2020