

Laurus College Tuition, Cancellation and Refund Policies

Current Schedule of Charges

Except where noted, all tuition and fees are mandatory and are subject to change. In the event of a change in tuition or fees, Laurus College will notify students prior to the changes taking effect. If a student needs to retake a course due to withdrawal or failure, the student is financially responsible for the retaken course at the current tuition rate, which increases the total program cost.

Degree / Program Title	Quarter Credit Hours	Registration Fee	Equipment Package	Program Fees	CEEP Fees	Tuition	Total Program Costs
OA Healthcare Management	100	\$100	\$2,750	\$2,000	N/A	\$40,000	\$44,850
AS Audio Video Production	100	\$100	\$7,500	\$2,000	N/A	\$40,000	\$49,600
AS Business Administration	100	\$100	\$2,750	\$2,000	N/A	\$40,000	\$44,850
AS Cyber Security	100	\$100	\$2,750	\$2,000	N/A	\$40,000	\$44,850
AS Information Technologies and Network Systems	100	\$100	\$2,750	\$2,000	N/A	\$40,000	\$44,850
AS Visual Design and Multimedia	100	\$100	\$2,750	\$2,000	N/A	\$40,000	\$44,850
AS Web Design	100	\$100	\$2,750	\$2,000	N/A	\$40,000	\$44,850
BS Audio Production	190	\$100	\$7,500	\$3,800	\$3,000	\$76,000	\$90,400
BS Business Systems Management	190	\$100	\$2,750	\$3,800	\$750	\$76,000	\$83,400
BS Digital Arts and Computer Animation	190	\$100	\$2,750	\$3,800	\$750	\$76,000	\$83,400
BS Information Technology Systems Management	190	\$100	\$2,750	\$3,800	\$750	\$76,000	\$83,400
BS Web Design and Development	190	\$100	\$2,750	\$3,800	\$750	\$76,000	\$83,400

Total Program Costs: Includes tuition for the full degree program, assuming no transfer credits. All courses are 5 quarter credits. Tuition for one course is \$2,000, plus a program fee of \$100 per course. For the first term, costs include the Registration Fee and Equipment Package.

Equipment Package: The Equipment Package includes a school-issued Laptop, software, and e-textbook subscription. For the Audio and Video Production programs, the equipment package also includes a video camera and digital workstation equipment. These costs are non-refundable once the student receives them.

Program Fees: Program Fees charged at \$100 per course (fee covers Academic, Technology and Library Resources). These fees are refundable.

Continuing Enrollment Equipment Package (CEEP): The Continuing Enrollment Equipment Package (CEEP) is charged after 100 credits are attempted to cover additional software and e-textbook subscriptions for students enrolled in a Bachelor's program. For the Audio Production Bachelor's program, the CEEP also covers the student's audio production kit. These costs are non-refundable once the student receives them.

General Fees

- **Official Transcript Request Fee:** \$15 per transcript
- **Returned Check Charge:** \$30
- **STRF Fee:** \$0.00 per every \$1,000 (rounded to the nearest \$1,000)

Students are responsible for total program costs. If financing with a student loan, repayment includes principal plus interest.

Other Charges: Laurus College may offer optional events and items for purchase at student expense. Laurus College has no other mandatory expenses beyond the listed tuition and fees.

Cost of Attendance

Laurus College does not offer student housing. Estimated monthly costs:

- Living at home: \$2,464
- Living independently: \$3,489

Payment Schedule

Tuition payments are due as indicated on the enrollment agreement. Returned tuition checks may result in a returned check fee. Multiple NSF checks may require future payments to be made via cashier's check, cash, or money order.

Failure to make timely tuition payments may result in administrative withdrawal from class.

For students attending through Workmen's Compensation or Veteran's Affairs (VA), Laurus College coordinates billing directly with the appropriate agencies upon certification of attendance. Students are encouraged to stay in communication with their Vocational Rehabilitation counselor or VA representative to ensure continued eligibility and funding.

Institutional Refund Policies

Students are accepted and enrolled for classes with the understanding that they will remain for the entire course. The college's refund policy is designed so students who withdraw from class share in the costs incurred by the college for students who do not complete courses in which he or she has enrolled. Students must inform the Registrar of the college immediately in writing of their intent to withdraw from the program.

Refunds are processed and mailed within thirty calendar days from the date the College is notified of the student's intent to withdrawal, or in the absence of notification, from the date the College determines the student is to be withdrawn. Laurus College mails all refunds to the student's home address unless funding has been arranged through a third party. Students are encouraged to confirm their contact information is up to date and that the address in the College system is correct. See the Laurus College cancellation and refund policies below.

Student's Right to Cancel

Students have the right to cancel their agreement for a program of instruction, without any penalty or obligations, through attendance at the first-class session or the seventh calendar day after enrollment, whichever is later. After the end of the cancellation period, students also have the right to stop school at any time; and have the right to receive a pro rata refund if they have completed 60 percent or less of the scheduled days in the current payment period. (see Withdrawal from the Program Policy)

If a student wishes to cancel their enrollment, the cancellation request must be made in writing and sent directly to the Registrar of the College. The notice of cancellation is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement. Written notice of cancellation may be sent to the College by email, mail, or by hand delivery.

LAURUS COLLEGE
421 East Betteravia Rd., Suite 100
Santa Maria, CA 93454
Email: Registrar@laurus.edu

If the student sends notice of cancellation by mail, it is effective when deposited in the mail properly addressed with proper postage. Written notice of cancellation may also be sent to the College via email: registrar@lauruscollege.edu. If the student sends notice of cancellation by e-mail, it is effective when sent. However, **the student must confirm that the College received the email for the cancellation notice to be valid**. Students submitting a written notice of cancellation via email should request a 'read receipt' from the College. If the student does not receive an email confirmation from the Registrar within 24 hours of submission, the student should call the Registrar at 805-267-1690.

If the student cancels the Enrollment Agreement, the school will refund the student any money they paid, less the \$100 registration fee.

A student may withdraw from Laurus College for any reason. The student is responsible for completing the College's formal withdrawal procedures as outlined in the Withdrawal Policy of this Catalog. In addition, if a student registered via an online military portal, it is the responsibility of the student to withdraw via that same online military portal. A withdrawal is considered to have occurred on the date the student officially submits the withdrawal form or otherwise notifies the College of his or her desire to withdraw, or on the date the College determines the student ceased attendance or failed to meet published academic policies and is administratively withdrawn, whichever comes first. This is the date of determination (DOD) used to compute the refund according to institutional policy.

If a student is withdrawn from the College for any reason or if a student drops a course(s) within the period allowed in any given five (5)-week term, the amount already paid will be compared to the tuition of the completed portion of that five (5)-week term. Any amount the student has paid in excess of the required amount will be refunded; if the student has paid less than the required amount, the student will be responsible for paying the difference.

Laurus College is subject to and must abide by the refund policies of any branch, agency, or department of the federal government with which it is in any way associated or affiliated. In the event of a conflict between Laurus College's Institutional Refund Policy and the refund policy of an affiliated federal branch, agency or department, the federal refund policy may supersede that of Laurus College (see Return of Title IV Funds information). Additionally, Laurus College is obligated to comply with state regulations, including those of California and Nevada.

Refund Policy

Laurus College is committed to processing all refunds in compliance with federal, state, accreditor, and institutional regulations. Refunds are calculated based on the student's source of funding and the timing of withdrawal from the program. The College recognizes three primary funding categories for refund purposes:

1. Title IV Federal Financial Aid
2. U.S. Department of Veterans Affairs (VA) Education Benefits
3. Cash Payments and Other Non-Federal Funding Sources

Sample Refund Calculation

Please Note: The explanation and calculation provided below is for example purposes only. Student finances are individualized and can vary greatly from student to student.

Please contact the Office of Student Financial Services at,

financialaid@lauruscollege.edu, or 805-719-6552, to answer any questions.

A student enrolls in a Degree Program and is charged \$4,000 in tuition and \$200 in program fees for 10 credits, over 10 weeks (2, 5-week terms). The student pays the full \$4,000 in tuition and \$200 in program fees = \$4,200. The payment period is 10 weeks in length, representing 70 days.

If a student stops attending at the end of the 4th week, (28 days), the % of time elapsed in the payment period is 28/70, or 40%. The amount of tuition the College would refund is \$2,400 ($\$4,000 \times 60\%$) and the amount of program fees the College would refund is \$120 ($\$200 \times 60\%$), less the \$100 registration fee, and less the Equipment Package which is non-refundable once received by the student.

Under California law, if a student withdraws after 42 days (60% of the 70-day payment period), the College is not required to, and will not, refund tuition or fees.

If the student withdraws after their initial one hundred quarter credits attempted in a bachelor's program, the Continuing Enrollment Equipment Package is also non-refundable.

Title IV Federal Financial Aid Recipients:

Student refunds for Title IV financial aid recipients are calculated on a pro-rata basis for those who withdraw up to the 60% completion point of the payment period. After a student has completed more than 60% of the payment period, the College will not, outside the circumstances listed below, refund any institutional charges.

A refund calculation is performed on all institutional charges, except for the following:

1. Registration Fee: A one-time, non-refundable registration fee of \$100.00.
2. Student Tuition Recovery Fund (STRF) Fee: This state-mandated fee is non-refundable.
3. Required Equipment Package: The charge for the student equipment package (including laptop, software, and/or program-specific kits) is non-refundable once the equipment has been issued to and accepted by the student.

The refund will be issued within 45 days of the date of withdrawal determination.

U.S Department of Veteran Affairs (VA) Education Benefits:

Tuition and fees paid directly to the College by the U.S. Department of Veterans Affairs are subject to VA payment and refund regulations. When the VA makes payment directly to the College, any required adjustments (due to withdrawal or schedule change) are processed through the VA, and any tuition refund is returned to the VA, not the student. Students receiving both VA and Title IV aid are subject to rules applicable to both programs, and institutional refunds apply only to charges paid through Title IV funds or by the student.

Cash, Private, or Other Non-Federal Funding:

Students who pay tuition and fees through cash payments, private loans, employer assistance, or scholarships are subject to the College's Tuition Refund Policy. Once the add/drop period has passed, tuition and fees become non-refundable, and students are responsible for the full cost of the enrolled term or course.

Exceptions to the Withdraw Policy:

In exceptional circumstances, the College may consider a refund or partial adjustment on a case-by-case basis. All requests for a refund after the 60% completion point must be submitted in writing and accompanied by supporting documentation. Examples of sufficient reasons include but are not limited to: serious medical emergencies or illness;

death of a student or a student's immediate family member; unexpected military service obligations; extreme financial hardship involving sudden, unforeseen loss; and other extenuating circumstances beyond the student's control.

Circumstances that do not qualify for a refund exception include, but are not limited to, misunderstanding of deadlines, policies, or procedures as published in the College Catalog, website, or course syllabi; misunderstanding of course requirements or prerequisites; dissatisfaction with course content, instruction, or academic progress; conflicts with personal, work, child care, or vacation schedules; changes in financial aid or scholarship eligibility; personal errors in judgment; lack of transportation; or incarceration.

Student Rights under the 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.

- It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834, (916) 574-8900 or (888) 370-7589.
- To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:
 - The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
 - You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the

institution, or were enrolled in an educational program within the 120-day period before the program was discontinued.

- You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
- The institution has been ordered to pay a refund by the Bureau but has failed to do so.
- The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
- You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
- You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

- To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.
- A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.
- However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Laurus College is subject to and must abide by the refund policies of any branch, agency or department of the federal government with which it is in any way associated or affiliated. In the event of a conflict between Laurus College's Institutional Refund Policy and the refund policy of an affiliated federal branch, agency or department, the federal refund policy may supersede that of Laurus College (see the Return of Title IV Funds section in the catalog for information). Additionally, Laurus College is obligated to comply with state regulations, including those of California and Nevada.

Withdrawal Policy

Students may withdraw from the college at any time after the cancellation period (described above) and receive a pro rata refund if they have completed 60 percent or less of the scheduled days in the current payment period. Days completed are determined from the start of the payment period through the last day of attendance or educationally related activity in the student's program. Subtracted from the refund will be the \$100 registration fee, Equipment Package, and Continuing Enrollment Equipment Package (if applicable). If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition and program fees for the period are considered earned in full and the student will receive no refund. If the student received Title IV Funds, the Return to Title IV Funds calculation, as described below, is performed first to determine the amount in Title IV funds the student is entitled to receive/retain.

For determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory academic progress; failure to abide by the rules and regulations of the institution; absences more than maximum set forth by the institution; and/or failure to meet financial obligations to the institution.
- If the student has received federal student financial aid funds, the student is entitled to a refund of money not paid from federal student financial aid program funds.
- If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or

federal agency that guaranteed or reinsured the loan. Any amount of the refund more than the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student. Refunds will be issued by check and mailed to the student's address on file within 30 days of notification or determination of a student's withdrawal.

Return of Title IV Funds

The Federal Return of Title IV funds formula (R2T4) dictates the amount of Federal Title IV aid that must be returned to the federal government or the lending institution by the school and/or the student. The federal formula is applicable to an eligible student receiving federal aid when that student withdraws on or before the 60% point in time in the payment period. If a student does not begin training, the R2T4 formula does not apply.

For official withdrawals a student's withdrawal date is the date the school received notice from the student that they are withdrawing. For unofficial withdrawals a student's withdrawal date is their last day of physical attendance or educationally related activity. Laurus College's determination that a student is no longer in school for unofficial withdrawals is determined after 14 consecutive days of non-attendance.

The federal formula requires a Return of Title IV calculation if the student received or could have received (based on eligibility criteria) federal financial assistance in the form of Pell Grants, Plus loans and withdraws on or before completing 60% of the payment period. The percentage of Title IV aid earned is equal to the percentage of the payment period that was completed as of the withdrawal date if this occurs on or before the 60% point of time. A payment period is defined as 10 weeks. The percentage that has not been earned is calculated by subtracting the percentage of Title IV aid earned from 100%.

The percentage of the payment period completed is calculated by the credit hours attended in the payment period as of the withdrawal date divided by the scheduled credit hours in the payment period. The amount to be returned is calculated by subtracting the amount of Title IV assistance earned from the amount of Title IV aid that was or could have been disbursed as of the withdrawal date.

If a student receives less Title IV funds than the amount earned, Laurus College will offer the student a disbursement of the earned aid that was not received at the time of their withdrawal which is a post withdrawal disbursement. Post withdrawal disbursements will be made from Pell grant funds first if eligible. If there are current educational costs still due the school at the time of withdrawal, a Pell grant post withdrawal disbursement will be credited to the student's account. Any Pell grant funds in excess of current educational

costs will be offered to the student. Any federal loan program funds due in a post withdrawal disbursement must be offered to the student and the school must receive the student's permission before crediting their account.

The following Title IV refund distribution is used for all FA students due a refund:

- Federal Unsubsidized Direct Loan
- Federal Subsidized Direct Loan
- Federal Direct PLUS Loan
- Federal Pell Grant
- FSEOG
- Federal Work Study

Refunds will be made to the federal programs within 45 days of notification or determination of a student's withdrawal.

The statute requires that a student is responsible for all unearned Title IV program assistance that the school is not required to return. This is determined by subtracting the amount returned by Laurus College from the total amount of unearned Title IV funds to be returned.

For Nevada Residents:

Laurus College operates in accordance with Nevada Revised Statute (NRS 394.553). These provisions, listed below, provide important information to students regarding the existence and purpose of the Account for Student Indemnification.

Account for Student Indemnification

1. The Account for Student Indemnification is hereby created in the State General Fund. The existence of the Account does not create a right in any person to receive money from the Account. The Administrator shall administer the account in accordance with regulations adopted by the Commission.
2. Except as otherwise limited by subsection 3, the money in the Account may be used to indemnify any student or enrollee who has suffered damage as a result of:
 - (a) The discontinuance of operation of a postsecondary educational institution licensed in this state; or
 - (b) The violation by such an institution of any provision of [NRS 394.383](#) to [394.560](#), inclusive, or the regulations adopted pursuant thereto.
3. If a student or enrollee is entitled to indemnification from a surety bond pursuant to [NRS 394.480](#), the bond must be used to indemnify the student or enrollee before

any money in the Account may be used for indemnification.

4. In addition to the expenditures made for indemnification pursuant to subsection 2, the Administrator may use the money in the Account to pay extraordinary expenses incurred to investigate claims for indemnification or resulting from the discontinuance of the operation of apostsecondary educational institution licensed in this state. Money expended pursuant to this subsection must not exceed, for each institution for which indemnification is made, 15 percent of the total amount expended for indemnification pursuant to subsection 2 or \$10,000, whichever is less.
5. No expenditure may be made from the Account if the expenditure would cause the balance in the Account to fall below \$10,000.
6. Interest and income earned on the money in the Account, after deducting any applicable charges, must be credited to the Account.
7. The money in the Account does not lapse to the State General Fund at the end of any fiscal year.