



Enrollment Agreement

This enrollment agreement is written in simple English and is designed to be understood by readers whose first language is not English. If you do not fully understand all of the terms and conditions of this agreement, you have the right to obtain a clear explanation of all terms and conditions and all cancellation and refund policies in your primary language.

School Name and Address

Internexus Los Angeles
Administrative Offices
400 Corporate Pointe, Ste 300
Culver City, CA 90230
Phone:
Email: Info@ebesl.com

Programs Descriptions

Intensive English Program

Our school provides an Intensive English Program with courses including Fundamentals, Beginning, Pre-intermediate, Intermediate, Upper-Intermediate and Advanced and Advance +levels. These courses are designed to improve students' skills in Speaking, Listening, Reading, Writing and Grammar as well as critical thinking. Our courses are based on 12 week terms of 20 clock hours per week. The full program consist of 84 weeks of classroom instruction totaling 1680 clock hours of instruction.

Curriculum

At *Internexus Los Angeles* we use a Communicative Approach, making sure that you understand what to say and how to say it. In this approach, you are given tasks to accomplish using language, instead of studying the language. To keep you motivated and developing quickly, our Topic and Skills-Based Curriculum uses a wide range of themes with continuously updated content, interesting international topics, and a variety of authentic sources. We want

English to be useful to you in every part of your life. Our teachers will help you reach all of your personal English language goals.

Requirements for Completion of Each Program

Students will have grades from teachers for each class at the end of each session on a grade report. This report can also be sent to your home, school or college if students would like. In each class, students' grades are based on classwork (70%) and achievement tests (30%). For Beginning to Advanced Levels, student must have an average grade of 75% or higher in all classes to move to the next level for each class.

Class Location, Period Covered by Enrollment Agreement

All *Internexus Los Angeles* classes are held on the campus of
Antioch University Los Angeles
400 Corporate Pointe
Culver City, CA 90230

Period covered by this enrollment agreement:

Program Start Date:

Program End Date:

Date by which you must exercise your right to cancel or withdraw:

Schedule of Charges

Tuition and Fees

The total charge for an entire period of attendance (12 weeks) is \$2646.00 (12 weeks tuition \$2396 plus \$150 Learning Materials Fee, plus \$100 application fee) or \$2946 if you purchase health insurance through us (12 weeks tuition \$2396 plus \$150 Learning Materials Fee, plus \$100 application fee, plus \$300 health insurance fee). The total estimated charges for each term is \$3065 without our health insurance coverage and \$3,315 with health insurance coverage. See important note below on health insurance coverage.

Unless otherwise specified, fees are as follows:

Application Fee \$ 100 (\$100.00 of this fee is not refundable.)

Tuition English Program \$ 2396 (12 weeks), \$ 199.66 (1 week)

Learning Materials Fee \$150 (\$150 of this fee is not refundable)

Health Insurance* \$25/week (See note below)

Other fees that may apply under certain circumstances:

Express, or FedEx \$ 50/\$150

Tuition Deposit \$ 100 (Only applicable to a student applying from abroad)

Homestay Finding Fee \$ 150 (Only for applicable students)
Bounced Check Fee \$ 100 (Only for applicable students)
Late Fee \$ 50 (For students 1 week or more late for tuition payment)
Transcript Fee \$ 15 (1st transcript is free of charge)
STRF Fee (\$0.00) per one thousand dollars (\$1,000) of Explore Beyond charges, rounded to the nearest thousand dollars, from each student Explore Beyond student who is a California resident or is enrolled in a residency program. For Explore Beyond charges of one thousand dollars (\$1,000) or less, the assessment is zero cents (\$0.00). (This fee is nonrefundable.)

If there remains an outstanding debt on tuition over one month, a student risks expulsion for failure to comply with the tuition policy

Payments can be made by cash, check or credit card. If tuition is past due students will be given a Tuition Payment Reminder Slip. If students still fail to pay, a meeting will be arranged with the director.

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***Insurance for USA-bound students**

Non-resident students enrolled with *Internexus Los Angeles*, must have health insurance coverage. We have developed an excellent value insurance policy in conjunction with Guard.Me. We will arrange insurance for you via them unless you tell us at application stage that you already have travel health insurance.

Student Tuition Recovery Fund (STRF)

STRF Disclosure & Statements

PART ONE

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

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, 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 costs.
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.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Note: Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Section 94923, Education Code.

PART TWO

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.

Refund of Tuition

STUDENT'S RIGHT TO CANCEL

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

You have the right to withdraw from this program of instruction at any time, and receive a refund of tuition if you completed 60 percent or less of the period of attendance. If you withdraw from the program of instruction after the expiration date of the time for canceling this agreement, you are obligated to pay only for educational services rendered, plus a non-refundable application fee of \$75.00.

If you withdraw prior to the Program Start Date, then you will receive 100% refund of the tuition fee. For the textbook purchased, it is only refunded when the student withdraws prior to the Program Start Date, if unused.

The refund policy for students who have completed 60 percent or less of the period of attendance shall be a pro rata refund. According to California Code of Regulations, a pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student: (1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal. For instance, the daily charge of the program tuition fee is \$42.71 (\$299.00 a week times 10 weeks = \$2990.00 divided by 70 days). If a student has paid \$2990.00 for 10 weeks (70 days), and he/she only attended classes for one week, total refund will be \$2691.00, which is calculated from \$2990.00 (the total amount the student has paid)-\$299.00 (\$42.71 daily charge, multiply by 7 days, rounded up to the nearest dollar). Prorated refunds will be calculated on a daily basis.

Explore Beyond will pay or credit refunds within 45 days of a student's cancellation or withdrawal. *Explore Beyond* requests that students sign their names when they pick up their refund check at school, or email the school when they receive the refund check by mail, or get refunded by credit card.

It your responsibility to speak directly to the Institution Director in order to withdraw or cancel and to receive the correct refund.

If you have received federal student financial aid funds, you are entitled to a refund of moneys not paid from federal student financial aid program funds.

All requests must be made in writing.

Payment Plans and Loan Repayment Payment Plan

After an initial payment of a full 10-week program tuition, this institution offers an every-five-weeks payment plan with payments being due on the first Monday of each 5-week period.

All programs must be pre-paid following the above payment guidelines, Internexus Los Angeles does not extend credit for its educational programming.

No Financial Aid Program

This institution does not participate in federal and state financial aid programs. This institution does not offer any form of financial aid.

Important Note: If a student obtains a loan to pay for an educational program, the student will have to repay the full amount of the loan plus interest, less the amount of any refund, and, if the student receives federal student financial aid funds, the student is entitled to a refund of the money not paid from federal financial aid funds.

Default on Federal or State Student Loans

Internexus Los Angeles does not participate in any state or federal student loan program.

If a student defaults on a federal or state 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.
- (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.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at *Internexus Los Angeles* is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the ESL program is also at the complete discretion of the institution to which you may seek to transfer. If the 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 *Internexus Los Angeles* to determine if your certificate will transfer.

Additional Question

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
P.O. Box 980818, West Sacramento, CA 95798-0818
www.bppe.ca.gov
Telephone (888) 370-7589 or by fax (916) 263-1897
Telephone (916) 431-6959 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

Catalog and Performance Fact Sheet

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.”

Student’s Initials _____

Additional Information

Internexus Los Angeles does not offer distance educational programs.

Legally Binding Contract

This enrollment agreement is legally binding when signed by the student and accepted by *Internexus Los Angeles*.

TOTALCHARGESFORTHECURRENTPERIODOFATTENDANCE: _____

TOTALCHARGESFORTHEENTIREEDUCATIONALPROGRAM: _____

TOTALCHARGESDUEUPONENROLLMENT: _____

“I understand that this is a legally binding contract. My signature below certifies that I have read, understood, 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

Student Printed Name

Authorized Employee Signature

Date

Employee Printed Name and Title