



**SOUTHERN STATES**  
UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

All instruction provided at these locations:

**San Diego Campus** - 1094 Cudahy Place, Suite 120 San Diego, CA 92110 - Phone: (619) 298-1829

**Irvine Campus** – 2855 Michelle Drive, Suite 380, Irvine, CA 92606 - Phone: (949) 883-8868

**Las Vegas Campus** - 2000 S. Jones Blvd, Suite 160, Las Vegas, NV 89146 - Phone: (702) 786-3788

**Website:** [www.ssu.edu](http://www.ssu.edu) - **Email:** [info@ssu.edu](mailto:info@ssu.edu)

This enrollment agreement is provided in English as this is the only language the University utilizes. If English is not your primary language SSU will make every effort possible to have an interpreter on staff to assist with your understanding of the enrollment agreement, disclosures, and statements impacting enrollment.

### PLEASE PRINT

Name as it Appears on Passport or State Issued ID

Date of Application (MM/DD/YYYY)

Current U.S. Street Address

Telephone Number

City

Province/State

Postal Code

Country

Date of Birth (MM/DD/YYYY)

Place of Birth

Country of Citizenship

E-mail Address (Required)

Please Check All That Apply:

☐

I am a United States citizen or permanent resident.

☐

I am not a United States citizen or permanent resident.

☐

I am studying under an F-1 Visa. SEVIS ID Number \_\_\_\_\_

### PLEASE PRINT

Home Country Address

Home Country Telephone Number (Include Country Code)

City

Postal Code

Country

### HOW DID YOU HEAR ABOUT SSU?

☐

Referral

☐

Advertisement

☐

Walk-In

☐

Website

☐

Facebook

☐

Other

If other, please fill in your response \_\_\_\_\_

### CAMPUS I WANT TO ATTEND:

Please Check One:

☐

**San Diego Campus:** 1094 Cudahy Pl, Suite 120 San Diego, CA 92110

☐

**Irvine Campus** – 2855 Michelle Drive, Suite 380, Irvine, CA 92606

☐

100% Online

# SOUTHERN STATES UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

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**PROGRAM:**

Please Check One:

| <b>Academic Program of Study – Please select one</b>   |                                       |                                |             |  |  |
|--|---------------------------------------|--------------------------------|-------------|--|--|
| Program Name   | Credit <sup>+</sup> or<br>Clock Hours | Estimated<br>Program<br>Length | Tuition**   | Estimated<br>Total for<br>Entire<br>Program <sup>#**</sup> |  |
| <input type="checkbox"/> Associate of Business Administration  | 90 credits                            | 2 years                        | \$12,375.00 | \$13,810.00  |  |
| <input type="checkbox"/> Bachelor of Business Administration*  | 180 credits                           | 4 years                        | \$24,750.00 | \$26,185.00  |  |
| <input type="checkbox"/> Master of Business Administration*  | 65 credits                            | 2 years                        | \$11,082.50 | \$12,576.50  |  |
| <input type="checkbox"/> Master of Business Administration (100% online)   | 65 credits                            | 2 years                        | \$5,445.00  | \$6,910.00   |  |
| <input type="checkbox"/> Master of Science in Information Technology*  | 56 credits                            | 2 years                        | \$12,936.00 | \$14,346.00  |  |
| <b>Undergraduate Certificates</b>  |                                       |                                |             |  |  |
| <input type="checkbox"/> Certificate in Business Analysis  | 40.5 credits                          | 1 year                         | \$5,568.75  | \$6,178.75   |  |
| <input type="checkbox"/> Certificate in Business Communication   | 40.5 credits                          | 1 year                         | \$5,568.75  | \$6,178.75   |  |
| <input type="checkbox"/> Certificate in Film and Media Studies   | 40.5 credits                          | 1 year                         | \$10,450.00 | \$11,060.00  |  |
| <input type="checkbox"/> Certificate in Finance  | 40.5 credits                          | 1 year                         | \$5,568.75  | \$6,178.75   |  |
| <input type="checkbox"/> Certificate in Management Studies   | 40.5 credits                          | 1 year                         | \$5,568.75  | \$6,178.75   |  |
| <input type="checkbox"/> Certificate in Marketing*   | 40.5 credits                          | 1 year                         | \$5,568.75  | \$6,178.75   |  |
| <b>Graduate Certificates</b>   |                                       |                                |             |  |  |
| <input type="checkbox"/> Certificate in Advanced Film and Media Studies  | 24 credits                            | 1 year                         | \$10,450.00 | \$11,060.00  |  |
| <input type="checkbox"/> Certificate in Business Administration*   | 27 credits                            | 1 year                         | \$4,603.50  | \$5,213.50   |  |
| <input type="checkbox"/> Certificate in Information Technology   | 26 credits                            | 1 year                         | \$6,006.00  | \$6,616.00   |  |
| <input type="checkbox"/> Certificate in Strategic Management   | 27 credits                            | 1 year                         | \$4,603.50  | \$5,213.50   |  |
| <b>Professional Program</b>  |                                       |                                |             |  |  |
| <input type="checkbox"/> Business Law  | 72 clock hours                        | 4 weeks                        | \$1,320.00  | \$1,460.00   |  |
| <input type="checkbox"/> Entrepreneurship  | 72 clock hours                        | 4 weeks                        | \$1,320.00  | \$1,460.00   |  |
| <input type="checkbox"/> Marketing   | 72 clock hours                        | 4 weeks                        | \$1,320.00  | \$1,460.00   |  |
| <input type="checkbox"/> Operations Management   | 72 clock hours                        | 4 weeks                        | \$1,320.00  | \$1,460.00   |  |
| <input type="checkbox"/> Public Speaking   | 72 clock hours                        | 4 weeks                        | \$1,320.00  | \$1,460.00   |  |
| <input type="checkbox"/> Strategic Management  | 72 clock hours                        | 4 weeks                        | \$1,320.00  | \$1,460.00   |  |
| <p>*Programs available for F-1 students</p> <p>*Credit hours measure in accordance with Semester Credit guidelines</p> <p># Estimated Total includes tuition and mandatory fees. Room and board and personal learning materials are not included.</p> <p>** Tuition and fees are subject to change without notice.</p> |                                       |                                |             |  |  |

# SOUTHERN STATES UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

### ACADEMIC CALENDAR 2019

#### DEGREE & CERTIFICATE PROGRAMS:

| WINTER 2019   |                                     |
|---|-------------------------------------|
| Admission Deadline (application):   | December 16, 2018                   |
| Tentative Registration Deadline for Current Students:   | TBD                                 |
| Orientation Class for New Students:   | January 7, 2019                     |
| BU 500, IT 500 Course for New Graduate Students   | January 7 to 10, 2019               |
| First Day of Classes (all new and current students):  | January 14, 2019                    |
| Last Day to Add/Drop Classes (drop for 100% Refund)   | January 21, 2019                    |
| Last Day to Withdraw (partial tuition and W grade)  | February 25, 2019                   |
| Final Day of Classes:   | March 23, 2019                      |
| Grades Posted:  | March 29, 2018                      |
| Holidays (no classes): President's Day February 18, 2019  |                                     |
| SPRING 2019   |                                     |
| Admission Deadline (application):   | March 11th, 2019                    |
| Tentative Registration Deadline for Current Students:   | March 18th to 31st, 2019            |
| Mandatory Orientation Class for New Students:   | April 1st, 2019                     |
| BU 500, IT 500 Course for New Graduate Students   | April 1st to 4th, 2019              |
| First Day of Classes (all new and current students):  | April 8th, 2019                     |
| Last Day to Add/Drop Classes (drop for 100% Refund)   | April 15th, 2019                    |
| Last Day to Withdraw (partial tuition and W grade)  | May 20th, 2019                      |
| Final Day of Classes:   | June 15th, 2019                     |
| Grades Posted:  | June 21st, 2019                     |
| Graduation Ceremony   | June 23rd, 2019                     |
| SUMMER 2019   |                                     |
| Admission Deadline (application):   | June 10th, 2019                     |
| Tentative Registration Deadline for Current Students:   | TBD                                 |
| Orientation Class for New Students:   | July 1st, 2019                      |
| BU 500, IT 500 Course for New Graduate Students   | July 1st to 4th, 2019               |
| First Day of Classes (all new and current students):  | July 8th, 2019                      |
| Last Day to Add/Drop Classes (drop for 100% Refund)   | July 15th, 2019                     |
| Last Day to Withdraw (partial tuition and W grade)  | August 19th, 2019                   |
| Final Day of Classes:   | September 14th, 2019                |
| Grades Posted:  | September 20th, 2019                |
| Holidays (no classes): Independence Day: July 4th, 2018<br>Labor Day: September 2nd, 2018                   |                                     |
| FALL 2019   |                                     |
| Admission Deadline (application):   | September 9th, 2019                 |
| Tentative Registration Deadline for Current Students:   | TBD                                 |
| Orientation Class for New Students:   | September 30th, 2019                |
| BU 500, IT 500 Course for New Graduate Students   | September 30th to October 3rd, 2019 |
| First Day of Classes (all new and current students):  | ber 7th, 2019                       |
| Last Day to Add/Drop Classes (drop for 100% Refund)   | October 14th, 2019                  |
| Last Day to Withdraw (partial tuition and W grade)  | November 18th, 2019                 |
| Final Day of Classes:   | December 14th, 2019                 |
| Grades Posted:  | December 20th, 2019                 |
| Holidays (no classes): Veterans Day : November 11th, 2019<br>Thanksgiving Holiday: November 28th-30th, 2019 |                                     |

# SOUTHERN STATES UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

### IMPORTANT DATES

Program Start Date: \_\_\_\_\_  
(MM/DD/YYYY)

Scheduled Completion Date: \_\_\_\_\_  
(MM/DD/YYYY)

Date to Cancel or Withdraw: \_\_\_\_\_  
(MM/DD/YYYY)

This enrollment agreement covers\*: \_\_\_\_\_ to \_\_\_\_\_  
(Contract Start Date) (Contract End Date)

**NOTE:** The maximum timeframe this enrollment agreement will cover is equal to 1.5x the program length in accordance with Satisfactory Academic Progress requirements.

| <b>Student Fee Schedule</b> <i>*Fees are subject to change without prior notice.</i>             |              |
|--|--------------|
| <b>Required Fees for All students</b>  |              |
| Application Fee  | \$100.00     |
| Student Tuition Recovery Fee Fund  | \$0.00       |
| <b>Additional Fees for All Students</b>  |              |
| Transcript Fee   | \$25.00      |
| Certificate or Diploma Reprint Fee   | \$100.00     |
| Domestic Courier Fee   | \$25.00      |
| International Courier Fee  | \$85.00      |
| Returned Check Fee   | \$35.00      |
| Bank Wire Fee  | \$30.00      |
| Late Fee   | \$75.00      |
| <b>Required Fees for International Students</b>  |              |
| International Enrollment Fee   | \$250.00     |
| International Registration Fee   | \$150.00     |
| CPT Assistance Fee   | \$100.00     |
| OPT Assistance Fee   | \$100.00     |
| <b>Required Fees for Degree and Certificate Students</b>   |              |
| Library and Technology Fee (per quarter)   | \$75.00      |
| Student ID Card (Mandatory)  | \$20.00      |
| Graduation Fee   | \$150.00     |
| <b>Additional Fees for Degree and Certificate Students</b>                                       |              |
| Student Business Card *Available upon OPT request  | \$20.00      |
| Student ID Card Replacement  | \$20.00      |
| Orientation Fee  | \$75.00      |
| Add/Drop class fee/ Per class (following deadline)   | \$40.00      |
| I-20 Replacement Fee   | \$30.00      |
| Payment Processing Fee   | \$40.00      |
| Payment Plan Change Fee  | \$25.00      |
| <b>Required Fee for Master's Degree Students</b>   |              |
| Evaluation/ Critique of Final Project  | \$500.00     |
| <b>Required Fees for Professional Program Students</b>   |              |
| Course Materials Fees (Varies by program)  | \$50-\$300   |
| Document Reprint Fee   | \$30.00      |
| Airport Transfer   | \$50.00      |
| Accommodation Placement Fee  | \$150.00     |
| American Homestay Fees (Upon availability)   | \$650-\$1000 |
| <b>NOTE: All fees are non-refundable, except for the per-quarter Library and Technology Fee.</b> |              |

# **SOUTHERN STATES UNIVERSITY**

## **ENROLLMENT AGREEMENT (Degree-California)**

### **DISTANCE EDUCATION POLICIES**

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SSU offers a distance education program where the instruction is not offered in real time. The institution shall comply with the following: 1) the institution shall transmit all lessons and materials to the student if the student has fully paid for the educational program and, after having received the first lesson and initial materials, requests in writing that all of the material be sent; 2) if an institution transmits the balance of the material as the student requests, the institution shall remain obligated to provide the other educational services it agreed to provide, but shall not be obligated to pay any refund after all of the lessons and materials are transmitted. (5 CCR §71716 (c)(1)(2))

SSU offers a distance educational program where the instruction is not offered in real time. SSU shall transmit the first lesson and any materials to any student within seven (7) days after the institution accepts the student for admission. (5 CCR §71716(a)) Additionally, approximate seven (7) days will elapse between the institution's receipt of student lessons, projects, or dissertations and the institution's mailing of its response or evaluation back to the student. (5 CCR §71810 (b)(11))

### **STUDENT LOANS**

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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. **Ed. Code §94911 (f)**

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.
- (2) The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid. **Ed. Code §94911 (g)(1)(2)**

**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.

For any amount not covered by loans, SSU provides payment plan options to students as detailed below.

# SOUTHERN STATES UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

### ASSOCIATE OF BUSINESS ADMINISTRATION PAYMENT OPTIONS

#### ABA PAYMENT PLANS

| Payment options          |                  | Number of payments                        | Estimated Total Tuition | Estimated Total to be Paid (Tuition and fees) | What is included   |
|--------------------------|------------------|---|-------------------------|---|--|
| <input type="checkbox"/> | Payment in Full  | 1 per program                             | \$12,375.00             | \$13,015.00                                   | 90 credits x \$137.50 = \$12,375.00<br>Library & Tech Fee = 8 quarters x \$75 = \$600.00<br>Processing Fee = \$40.00<br>Total = \$13,015   |
| <input type="checkbox"/> | Quarterly**      | 1 per quarter                             | \$12,375.00             | \$13,295.00                                   | 90 credits x \$137.50 = \$12,375.00<br>Library & Tech Fee = 8 quarters x \$75 = \$600.00<br>Processing Fee = 8 quarters x \$40.00 = \$320.00<br>Total = \$13,295.00<br><i>Ex: Based on 3 classes/13.5 credits - \$1,971.25</i>             |
| <input type="checkbox"/> | Installments**   | 3 per quarter                             | \$12,375.00             | \$13,935.00                                   | 90 credits x \$137.50 = \$12,375.00<br>Library & Tech Fee = 8 quarters x \$75 = \$600.00<br>Processing Fee = 8 quarters x 3 installments x \$40 = \$960.00<br>Total = \$13,935.00<br><i>Ex: Based on 3 classes/13.5 credits - \$683.75</i> |
| <input type="checkbox"/> | Payment Plan* ** | 1 payment every 4 weeks (28 days)         | \$12,375.00             | \$14,426.25                                   | 90 credits x \$137.50 = \$12,375.00<br>Library & Tech Fee = 8 quarters x \$75 = \$600.00<br>Processing Fee = 27 payments x \$40 = \$1,080.00<br>3% Financing interest on \$12,375 = \$371.25<br>Total = \$14,426.25/27 = \$534.30          |
| Final Payment* **        |                  | Due on the First day of the <b>WEEK 8</b> | \$12,375.00             | \$14,426.25                                   | <b>4x\$534.30 = \$2,137.20</b>   |

\* Payment plan option is based on 27 payments of \$534.30.

\* **On the first day of the week 8, the remaining balance of \$2,137.20 must be paid in full, including extra fees and graduation fee of \$150.00.**

\*\* Tuition and fees are subject to change without prior notice.

### BACHELOR OF BUSINESS ADMINISTRATION PAYMENT OPTIONS

| Payment options          |                  | Number of payments                | Estimated Total Tuition | Estimated Total to be Paid (Tuition and fees) | What is included  |
|--------------------------|------------------|-----------------------------------|-------------------------|---|---|
| <input type="checkbox"/> | Payment in Full  | 1 per program                     | \$24,750.00             | \$25,840.00                                   | 180 credits x \$137.50 = \$24,750.00<br>Library & Tech Fee = 14 quarters x \$75 = \$1,050.00<br>Processing fee = \$40.00<br>Total = \$25,840.00   |
| <input type="checkbox"/> | Quarterly**      | 1 per quarter                     | \$24,750.00             | \$26,360.00                                   | 180 credits x \$137.50 = \$24,750.00<br>Library & Tech Fee = 14 quarters x \$75 = \$1,050.00<br>Processing Fee = 14 quarters x \$40.00 = \$560.00<br>Total = \$26,360.00<br><i>Ex: Based on 3 classes/13.5 credits - \$1,971.25</i>                 |
| <input type="checkbox"/> | Installments**   | 3 per quarter                     | \$24,750.00             | \$27,480.00                                   | 180 credits x \$137.50 = \$24,750.00<br>Library & Tech Fee = 14 quarters x \$75.0 = \$1,050.00<br>Processing Fee = 14 quarters x 3 installments x \$40 = \$1,680.00<br>Total = \$27,480.00<br><i>Ex: Based on 3 classes/13.5 credits - \$683.75</i> |
| <input type="checkbox"/> | Payment Plan* ** | 1 payment every 4 weeks (28 days) | \$24,750.00             | \$28,662.50                                   | 180 credits x \$137.50 = \$24,750.00<br>Library & Tech Fee = 14 quarters x \$75 = \$1,050.00<br>Processing Fee = 53 payments x \$40 = \$2,120.00<br>3% Financing interest on \$24,750 = \$742.50<br><b>Total = \$28,662.50/53 = \$540.80</b>        |
| Final Payment*           |                  |                                   | \$24,750.00             | \$28,662.50                                   | <b>5 x \$540.80 = \$2,704.00 Tuition + Fees</b>   |

\* Payment plan option is based on 53 payments of \$540.80.

\* **On the first day of the week 8, the remaining balance of \$2,704.00 must be paid in full, including extra fees and graduation fee of \$150.00.**

\*\* Tuition and fees are subject to change without prior notice.

# SOUTHERN STATES UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

### MASTER OF BUSINESS ADMINISTRATION PAYMENT OPTIONS

| Payment options          |                  | Number of payments           | Estimated Total Tuition | Estimated Total to be Paid<br>(Tuition and fees) | What is included   |
|--------------------------|------------------|------------------------------|-------------------------|--|--|
| <input type="checkbox"/> | Payment in Full  | 1 per program                | \$11,082.50             | \$11,722.50                                      | 65 units x \$170.50 = \$1,082.50<br>Library & Tech Fee = 8 quarters x \$75.00 = \$600.00<br>Processing fee = \$40.00<br>Total = \$11,722.50  |
| <input type="checkbox"/> | Quarterly**      | 1 per quarter                | \$11,082.50             | \$12,002.50                                      | 65 units x \$170.50 = \$11,082.50<br>Library & Tech Fee = 8 quarters x \$75 = \$600.00<br>Processing Fee = 8 quarters x \$40 = \$320.00<br>Total = \$12,002.50<br><i>Ex: Based on 2 classes/8 credits - \$1,479.00</i>                   |
| <input type="checkbox"/> | Installments**   | 3 per quarter                | \$11,082.50             | \$12,642.50                                      | 65 units x \$170.50 = \$11,082.50<br>Library & Tech Fee = 8 quarters x \$75 = \$600.00<br>Processing Fee = 8 quarters x 3 installments x \$40.00 = \$960.00<br>Total = \$12,642.50<br><i>Ex: Based on 2 classes/8 credits - \$519.67</i> |
| <input type="checkbox"/> | Payment Plan* ** | (1 payment every four weeks) | \$11,082.50             | \$13,094.97                                      | 65 units x \$170.50 = \$11,082.50<br>Library & Tech Fee = 8 quarters x \$75 = \$600.00<br>Processing Fee = 27 payments x \$40 = \$1,080.00<br>3% Financing interest on \$1,082.50 = \$332.47<br>Total = \$13,094.97/27 = \$485.00        |
| Final Payment* **        |                  |                              | \$11,082.50             | \$13,094.97                                      | <b>4x\$485.00 = \$1,940.00 Tuition + Fees</b>  |

\* Payment Plan option is based on 27 payments of \$485.00

**\* On the first day of the week 8, the remaining balance of \$1,940.00 must be paid in full, including extra fees + PAP \$500.00 and graduation fee of \$150.00- Total of \$2,590.00**

\*\* Tuition and fees are subject to change without prior notice.

### MASTER OF BUSINESS ADMINISTRATION 100% ONLINE ONLY

| Payment options          |                 | Number of payments | Estimated Total Tuition | Estimated Total to be Paid<br>(Tuition and fees) | What is included   |
|--------------------------|-----------------|--------------------|-------------------------|--|--|
| <input type="checkbox"/> | Payment in Full | 1 per program      | \$5,445.00              | \$6,085.00                                       | 65 units x \$83.77 = \$5,445.00<br>Library & Tech Fee = 8 quarters x \$75 = \$600.00<br>Processing fee = \$40.00<br>Total = \$6,085.00   |
| <input type="checkbox"/> | Quarterly**     | 1 per quarter      | \$5,445.00              | \$6,365.00                                       | 65 units x \$83.77 = \$5,445.00<br>Library & Tech Fee = 8 quarters x \$75 = \$600.00<br>Processing Fee = 8 quarters x \$40 = \$320.00<br>Total = \$6,365.00<br><i>Ex: Based on 2 classes/8 credits - \$785.16</i>                  |
| <input type="checkbox"/> | Installments**  | 3 per Quarter      | \$5,445.00              | \$7,005.00                                       | 65 units x \$83.77 = \$5,445.00<br>Library & Tech Fee = 8 quarters x \$75 = \$600.00<br>Processing Fee = 8 quarters x 3 installments x \$40 = \$960.00<br>Total = \$7,005.00<br><i>Ex: Based on 2 classes/8 credits - \$288.38</i> |

\*\* Tuition and fees are subject to change without prior notice.

**Note: Students wishing to change their MBA program enrollment from on-site to online (or vice versa), must contact the Registrar to complete a new enrollment agreement.**

# SOUTHERN STATES UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

### MASTER OF SCIENCE IN INFORMATION TECHNOLOGY PAYMENT OPTIONS

| Payment options          |                 | Number of payments                        | Estimated Total Tuition | Estimated Total to be Paid<br>(Tuition and fees) | What is included   |
|--------------------------|-----------------|---|-------------------------|--|--|
| <input type="checkbox"/> | Payment in Full | 1 per program                             | \$12,936.00             | \$13,501.00                                      | 56 units x \$231.00= \$12,936.00<br>Library & Tech Fee = 7 quarters x \$75= \$525.00<br>Processing fee = \$40.00<br>Total = \$13,501.00  |
| <input type="checkbox"/> | Quarterly**     | 1 per quarter                             | \$12,936.00             | \$13,741.00                                      | 56 units x \$231.00= \$12,936.00<br>Library & Tech Fee = 7 quarters x \$75= \$525.00<br>Processing Fee = 7 quarters x \$40.00= \$280.00<br>Total = \$13,741.00<br><i>Ex: Based on 2 classes/8 credits - \$1,963.00</i>                   |
| <input type="checkbox"/> | Installments**  | 3 per Quarter                             | \$12,936.00             | \$14,301.00                                      | 56 units x \$231.00= \$12,936.00<br>Library & Tech Fee = 7 quarters x \$75.00= \$525.00<br>Processing Fee = 7 quarters x 3 installments x \$40.00= \$840.00<br>Total = \$14,301.00<br><i>Ex: Based on 2 classes/8 credits - \$681.00</i> |
| Final Payment* **        |                 | Due on the first day of the <b>WEEK 8</b> | \$12,936.00             | \$14,301.00                                      | PAP \$500.00<br>Graduation Fee \$150.00<br><b>Total = \$650.00</b>   |

**\* On the first day of the week 8, the remaining balance of \$650 must be paid in full, including extra fees**

\*\* Tuition and fees are subject to change without prior notice.

### UNDERGRADUATE CERTIFICATE PROGRAM PAYMENT OPTIONS

(Certificate in Business Communication, Certificate in Financing, Certificate in Management Studies, Certificate in Business Analysis)

| Payment options          |                 | Number of payments | Estimated Total Tuition | Estimated Total to be Paid<br>(Tuition and fees) | What is included  |
|--------------------------|-----------------|--------------------|-------------------------|--|---|
| <input type="checkbox"/> | Payment in Full | 1 per program      | \$5,568.75              | \$5,833.75                                       | 40.5 units x \$137.50 = \$5,568.75<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing fee = \$40.00<br>Total = \$5,833.75  |
| <input type="checkbox"/> | Quarterly**     | 1 per quarter      | \$5,568.75              | \$5,913.75                                       | 40.5 units x \$137.50 = \$5,568.75<br>Library & Tech Fee = 3 quarters x \$75.00= \$225.00<br>Processing Fee = 3 quarters x \$40.00 = \$120.00<br>Total = \$5,913.75<br><i>Ex: Based on 3 classes/13.5 credits - \$1,971.25</i>            |
| <input type="checkbox"/> | Installments**  | 3 per Quarter      | \$5,568.75              | \$6,153.75                                       | 40.5 units x \$137.50 = \$5,568.75<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing Fee = 3 quarters x 3 installments x \$40.00= \$360.00<br>Total = \$6,153.75<br><i>Ex: Based on 3 classes/13.5 credits - \$683.75</i> |

\*\* Tuition and fees are subject to change without prior notice.



# SOUTHERN STATES UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

### UNDERGRADUATE CERTIFICATE PROGRAM PAYMENT OPTIONS (Certificate in Marketing)

| Payment options          |                  | Number of payments         | Estimated Total Tuition | Estimated Total to be Paid<br>(Tuition and fees) | What is included   |
|--------------------------|------------------|----------------------------|-------------------------|--|--|
| <input type="checkbox"/> | Payment in Full  | 1 per program              | \$5,568.75              | \$5,833.75                                       | 40.5 units x \$137.50 = \$5,568.75<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing fee = \$40.00<br>Total = \$5,833.75   |
| <input type="checkbox"/> | Quarterly**      | 1 per quarter              | \$5,568.75              | \$5,913.75                                       | 40.5 units x \$137.50 = \$5,568.75<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing Fee = 3 quarters x \$40.00 = \$120.00<br>Total = \$5,913.75<br><i>Ex: Based on 3 classes/13.5 credits - \$1,971.25</i>                  |
| <input type="checkbox"/> | Installments**   | 3 per Quarter              | \$5,568.75              | \$6,153.75                                       | 40.5 units x \$137.50 = \$5,568.75<br>Library & Tech Fee = 3 quarters x \$75.00= \$225.00<br>Processing Fee = 3 quarters x 3 installments x \$40.00= \$360.00<br>Total = \$6,153.75<br><i>Ex: Based on 3 classes/13.5 credits - \$683.75</i> |
| <input type="checkbox"/> | Payment Plan* ** | Every 4 weeks<br>(28 days) | \$5,568.75              | \$6,440.81                                       | 40.5 units x \$137.50 = \$5,568.75<br>Library & Tech Fee = 3 quarters x \$75.00 = \$225.00<br>Processing Fee = 12 payments x \$40.00 = \$480.00<br>3% Financing interest on \$5,568.75 = \$167.06<br>Total = \$6,440.81/12 = \$536.73        |
| Final Payment*           |                  |                            | \$5,568.75              | \$6,440.81                                       | <b>3 x 536.73 = \$1,610.19 Tuition + fees</b>  |

\*Payment plan option is based on 12 payments of \$536.73

**\* On the first day of the week 8, the remaining balance of \$1,610.19 must be paid in full, including extra fees and graduation fee of \$150.**

\*\* Tuition and fees are subject to change without prior notice.

### UNDERGRADUATE CERTIFICATE IN FILM AND MEDIA STUDIES PAYMENT OPTIONS

| Payment options          |                 | Number of payments | Estimated Total Tuition | Estimated Total to be Paid<br>(Tuition and fees) | What is included  |
|--------------------------|-----------------|--------------------|-------------------------|--|---|
| <input type="checkbox"/> | Payment in Full | 1 per program      | \$10,450.00             | \$10,715.00                                      | 40.5 units x \$258.02 = \$10,450.00<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing fee = \$40.00<br>Total = \$10,715.00  |
| <input type="checkbox"/> | Quarterly**     | 1 per quarter      | \$10,450.00             | \$10,795.00                                      | 40.5 units x \$258.02 = \$10,450.00<br>Library & Tech Fee = 3 quarters x \$75.00= \$225.00<br>Processing Fee = 3 quarters x \$40.00 = \$120.00<br>Total = \$10,795.00<br><i>Ex: Based on 3 classes/13.5 credits -\$3,598.27</i>           |
| <input type="checkbox"/> | Installments**  | 3 per Quarter      | \$10,450.00             | \$11,035.00                                      | 40.5 units x \$258.02 = \$10,450.00<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing Fee = 3 quarters x 3 installments x \$40= \$360.00<br>Total = \$11,035.00<br><i>Ex: Based on 3 classes/13.5 credits -\$1,226.09</i> |

\*\* Tuition and fees are subject to change without prior notice.

# SOUTHERN STATES UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

### GRADUATE CERTIFICATE PROGRAM PAYMENT OPTIONS

| Payment options          |                  | Number of payments         | Estimated Total Tuition | Estimated Total to be Paid<br>(Tuition and fees) | What is included   |
|--------------------------|------------------|----------------------------|-------------------------|--|--|
| <input type="checkbox"/> | Payment in Full  | 1 per program              | \$4,603.50              | \$4,868.50                                       | 27 units x \$170.50 = \$4,603.50<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing fee = \$40.00<br>Total = \$4,868.50   |
| <input type="checkbox"/> | Quarterly**      | 1 per quarter              | \$4,603.50              | \$4,948.50                                       | 27 units x \$170.50 = \$4,603.50<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing Fee = 3 quarters x \$40.00 = \$120.00<br>Total = \$4,948.50<br><i>Ex: Based on 2 classes/8 credits - \$1,479.00</i>                 |
| <input type="checkbox"/> | Installments**   | 3 per Quarter              | \$4,603.50              | \$5,188.50                                       | 27 units x \$170.50 = \$4,603.50<br>Library & Tech Fee = 3 quarters x \$75.00= \$225.00<br>Processing Fee = 3 quarters x 3 installments x \$40.00=\$360.00<br>Total = \$5,188.50<br><i>Ex: Based on 2 classes/8 credits - \$519.67</i> |
| <input type="checkbox"/> | Payment Plan* ** | Every 4 weeks<br>(28 days) | \$4,603.50              | \$5,486.60                                       | 27 units x \$170.50 = \$4,603.50<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing Fee = 13 payments x \$40= \$520.00<br><b>3% Financing interest on \$4,603.50= \$138.10</b><br>Total = \$5,486.60/13 = \$422.05      |
| Final Payment*           |                  |                            | \$4,603.50              | \$5,486.60                                       | <b>4 x \$422.05 = \$1,688.20 Tuition + Fees</b>  |

\* Payment plan option is based on 13 payments of \$422.05

\* **On the first day of the week 8, the remaining balance of \$1,688.20 must be paid in full, including extra fees and graduation fee of \$150.00.**

\*\* Tuition and fees are subject to change without prior notice.

# SOUTHERN STATES UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

### GRADUATE CERTIFICATE IN INFORMATION TECHNOLOGY PAYMENT PLANS

| Payment options          |                 | Number of payments | Estimated Total Tuition | Estimated Total to be Paid<br>(Tuition and fees) | What is included  |
|--------------------------|-----------------|--------------------|-------------------------|--|---|
| <input type="checkbox"/> | Payment in Full | 1 per program      | \$6,006.00              | \$6,271.00                                       | 26 units x \$231.00 = \$6,006.00<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing fee = \$40.00<br>Total = \$6,271.00  |
| <input type="checkbox"/> | Quarterly**     | 1 per quarter      | \$6,006.00              | \$6,351.00                                       | 26 units x \$231.00 = \$6,006.00<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing Fee = 3 quarters x \$40.00 = \$120.00<br>Total = \$6,351.00<br><i>Ex: Based on 2 classes/8 credits - \$1,963.00</i>      |
| <input type="checkbox"/> | Installments**  | 3 per Quarter      | \$6,006.00              | \$6,591.00                                       | 26 units x \$231 = \$6,006.00<br>Library & Tech Fee = 3 quarters x \$75= \$225<br>Processing Fee = 3 quarters x 3 installments x \$40= \$360.00<br>Total = \$6,591.00<br><i>Ex: Based on 2 classes/8 credits - \$681.00</i> |

\*\* Tuition and fees are subject to change without prior notice.

### GRADUATE CERTIFICATE ADVANCED FILM AND MEDIA STUDIES PAYMENT PLANS

| Payment options          |                 | Number of payments | Estimated Total Tuition | Estimated Total to be Paid<br>(Tuition and fees) | What is included  |
|--------------------------|-----------------|--------------------|-------------------------|--|---|
| <input type="checkbox"/> | Payment in Full | 1 per program      | \$10,450.00             | \$10,715.00                                      | 24 units x \$435.42 = \$10,450.00<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing fee = \$40.00<br>Total = \$10,715.00  |
| <input type="checkbox"/> | Quarterly**     | 1 per quarter      | \$10,450.00             | \$10,795.00                                      | 24 units x \$435.42 = \$10,450.00<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing Fee = 3 quarters x \$40 = \$120.00<br>Total = \$10,795.00<br><i>Ex: Based on 2 classes/8 credits - \$3,598.36</i>                 |
| <input type="checkbox"/> | Installments**  | 3 per Quarter      | \$10,450.00             | \$11,035.00                                      | 24 units x \$435.42 = \$10,450.00<br>Library & Tech Fee = 3 quarters x \$75= \$225.00<br>Processing Fee = 3 quarters x 3 installments x \$40= \$360.00<br>Total = \$11,035.00<br><i>Ex: Based on 2 classes/8 credits - \$1,226.12</i> |

\*\* Tuition and fees are subject to change without prior notice.

### PROFESSIONAL PROGRAMS PAYMENT PLAN

| Payment OPTION  | Number of payments | Estimated Total Tuition | Estimated Total Tuition and Fees | What is included                   |
|-----------------|--------------------|-------------------------|----------------------------------|------------------------------------|
| Payment in Full | 1 per program      | \$1,320.00              | \$1,320.00                       | 72 hours class + \$300.00 material |

\*\* Tuition and fees are subject to change without prior notice.

# SOUTHERN STATES UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

### STUDENT'S RIGHT TO CANCEL

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The student has the right to cancel the Enrollment Agreement and obtain a refund of charges paid for attendance through the first class session or the seventh (7<sup>th</sup>) day after enrollment, whichever is later.

To cancel enrollment and/or obtain a refund, the student must provide written notice to the Office of the Registrar. If the student cancels the Agreement, the School will refund any money that s/he has paid, less any deduction for nonrefundable fees, and for any equipment not returned in good condition; within 30 days after his/her Notice of Cancellation is received.

If a 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. SSU does not currently participate in federal aid programs.

To cancel enrollment and/or obtain a refund, the student must provide written notice to the Office of Registrar, Southern States University, by mail at 1094 Cudahy Pl, Suite 120 San Diego, CA 92110 or by email at [registrar@ssu.edu](mailto:registrar@ssu.edu)

### STUDENT'S RIGHT TO CANCEL IN DISTANCE EDUCATION

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The student in a distance education program that is not offered in real time shall have the right to cancel the enrollment agreement and receive a full refund before the first lesson and materials are received. Cancellation is effective on the date written notice of cancellation is sent.

To cancel enrollment and/or obtain a refund, the student must provide written notice to the Office of the Registrar. If the student cancels the Agreement, the School will refund any money that s/he has paid, less any deduction for nonrefundable fees, and for any equipment not returned in good condition; within 30 days after his/her Notice of Cancellation is received.

If the institution sent the first lesson and materials before an effective cancellation notice was received, the institution shall make a refund within 45 days after the student's return of the materials.

If a 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. SSU does not currently participate in federal aid programs.

To cancel enrollment and/or obtain a refund, the student must provide written notice to the Office of Registrar, Southern States University, by mail at 1094 Cudahy Pl, Suite 120 San Diego, CA 92110 or by email at [registrar@ssu.edu](mailto:registrar@ssu.edu)

### STUDENT'S REFUND POLICY

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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. Students who withdraw before 60% of a quarter is completed are eligible to receive a partial refund of tuition and fees paid. Students have a right to cancel their enrollment agreement and obtain a refund by submitting a *Withdrawal Form* to the Registrar's Office prior to the withdrawal deadline. Only when the completed *Withdrawal Form* has been submitted to the Registrar's Office does the withdrawal become official. The effective date used to determine a refund of fees will be based and computed from the last possible date of class attendance (regardless of whether the student attended).

Refunds will be made within 30 days of official withdrawal, or within 30 days of the date of the last possible day of the student's attendance. The refund distribution will be handled as prescribed by federal and state law, as well as according to accrediting body regulations. The refund procedure is uniformly applied to all students, regardless of the form of their tuition payment. In case of conflicting laws and/or regulations, Federal and/or State regulations will take precedence in that order. A student may receive a refund check only when the refund amount exceeds the balance that he/she owes to the University. The basis for refunds is as follows:

Students who cancel their registration and withdraw from the University on or before the first day of a term are eligible for a full refund of all fees paid for that term (and any future terms that have been prepaid) less the nonrefundable fees. For an example please see below:

|   |
|---|
| Refund Amount = All prepaid amounts – (non-refundable fees) |
|---|

# SOUTHERN STATES UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

Students, who withdraw from the University after the first day of the term, but prior to completion of greater than 60% of the term currently enrolled in, are entitled to a refund on a prorated basis, less the non-refundable fees. Please see the example below:

$$\text{Refund Amount} = [(\text{All prepaid amounts for the courses being withdrawn from}) \times (\text{weeks left to be completed} / \text{total number of weeks in quarter})] - (\text{non-refundable fees})$$

If the (weeks left to be completed / total number of weeks in quarter) is less than 40%, then no refund is due to the student.

### **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION**

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The transferability of credits you earn at Southern States University is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the credits or degree you earn in \_\_\_\_\_ is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree 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 SSU to determine if your credits or degree will transfer.

### **STUDENT TUITION RECOVERY FUND**

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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. (CCR §76215(a))

Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, P.O. Box 980818, West Sacramento, CA 95798-0818, [www.bppe.ca.gov](http://www.bppe.ca.gov), 1-800-370-7589.

\_\_\_\_\_  
**Student Initials**

# SOUTHERN STATES UNIVERSITY

## ENROLLMENT AGREEMENT (Degree-California)

### PAYMENT METHODS

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☐

#### Credit Card:



Name on Card \_\_\_\_\_

Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

CVV Number \_\_\_\_\_

Billing Address of the Card \_\_\_\_\_

Phone Number of Cardholder \_\_\_\_\_

☐

#### Check/Money Order:

Please make check payable to Southern States University, 1094 Cudahy Pl, Suite 120 San Diego, CA 92110; Phone: (619) 298-1829; Fax: (619) 704-0175. (Note: Any check returned unpaid by the bank will incur a \$30.00 fee)

☐

#### E check

☐

#### Bank Wire Transfer:

The following is the information requested concerning your wire transfer:

Bank Name: Wells Fargo Bank

Branch: San Diego - CA

Wire Beneficiary:

Southern States University

1094 Cudahy Pl, Suite 120 San Diego, CA 92110

Account Number: 7655659501

Routing Number: 121000248

SWIFT Code: WFBIUS6S

(Note: Wells Fargo Bank charges \$30.00 for the wire transfer fee. Be sure to include this amount to the total fee).

*\*The above payment method will be used to charge the initial fees (application, international registration, international enrollment and courier fees, if applicable). First quarter tuition is to be paid by the student one week before program starts.*

### ACCEPTANCE OF ENROLLMENT AGREEMENT

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I acknowledge that I am obligated to pay for the program of instruction selected, and for all other services and materials furnished or made available by the school, including any charges made by the school for books and supplies, and any other fees and expenses that I incur upon enrollment. I understand that I will not be able to graduate or receive my diploma prior to full payment of all fees and charges. If the payment plan extends beyond the program completion date, I agree that I am obligated to pay all fees and charges documented on the Fees and Charges page of this agreement, subject to the refund policy which is also documented in this agreement.

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](http://www.bppe.ca.gov), phone: (916) 431-6959, 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](http://www.bppe.ca.gov).

# **SOUTHERN STATES UNIVERSITY**

## **ENROLLMENT AGREEMENT (Degree-California)**

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.

\_\_\_\_\_  
**Student Initials**

I certify that I have received the Catalog, School Performance Fact Sheet, 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 Initials**

I am aware that the SSU General Catalog is located on SSU's website, [www.ssu.edu](http://www.ssu.edu), and is readily accessible to all students and the general public.

\_\_\_\_\_  
**Student Initials**

Catalog Signature:

I, \_\_\_\_\_ have received a copy of the aforementioned version of the catalog that I will be bound to and understand it is a part of the enrollment agreement. By signing below, I hereby acknowledge that I have reviewed the Catalog.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**SOUTHERN STATES UNIVERSITY**  
**ENROLLMENT AGREEMENT (Degree-California)**

**TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE:** \$ \_\_\_\_\_

**ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM:** \$ \_\_\_\_\_

**TOTAL CHARGES STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT:** \$ \_\_\_\_\_

This agreement is a legally binding instrument when signed by the student and accepted by the University.

Your signature on this agreement acknowledges that you have been given reasonable time to read and understand it, and that you have been given: (a) a written statement of the refund policy and (b) a chance to review the SSU General Catalog, including a description of the program of study and all material facts concerning the school which are likely to affect your decision to enroll. The SSU General Catalog can be found on SSU's home page at [www.ssu.edu](http://www.ssu.edu).

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. Upon acceptance, a copy of this agreement shall be sent to you for your records.

\_\_\_\_\_  
Student Name (Print)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date (MM/DD/YYYY)

\_\_\_\_\_  
SSU Representatives Name (Print)

\_\_\_\_\_  
SSU Representatives Signature

\_\_\_\_\_  
Date (MM/DD/YYYY)