

ENROLLMENT AGREEMENT

School Name: The Los Angeles Film School
Address: 6353 Sunset Blvd, Hollywood, CA 90028 Phone: 323-860-0789 Website: www.laflm.edu

Student Name: _____ SID#: _____

Program of Enrollment: _____ Concentration: _____

Degree Awarded Upon Graduation: _____ Program Type: ☐ Campus/Hybrid ☐ Online

Total Credit Hours for Degree: _____ Transfer Credits Accepted: _____ Remaining Credits Required for Degree: _____

Period of Attendance or Payment Period: One Semester Unit (16 weeks) Number of Semesters in Program: _____

Program Start Date: _____ Scheduled Completion Date: _____

Period Covered by Enrollment Agreement – From: _____ To: _____

SCHEDULE OF TOTAL PROGRAM CHARGES

Application Fee	Tuition per Credit Hour ¹	Total Tuition	Textbooks ²	Technology Fee	TechKit	Student Tuition Recovery Fund (non-refundable)	Equipment Deposit ³	Total Tuition & Fees ⁴
\$75.00	\$XXX	\$XXXXX	\$XXXX	\$XXX	\$XXXX	\$0	\$400	\$XXXXX

¹ Tuition per credit hour is an estimated rate. Actual tuition is charged on a per semester basis. Refunds, if applicable, are prorated if student withdraws prior to program completion (see Refund Policy below).

² Student may opt-out and purchase textbooks independently. Textbook fee is non-refundable once Textbooks are received by student.

³ Equipment deposit will be refunded at the end of student's enrollment if student has no fines for late/damaged equipment.

⁴ Additional fees may include: replacement badge fee (\$20); tuition late payment fee (1.5% per month after 14th day past due); Graduation Ceremony Cap & Gown Fee (\$20); Returned Check Fee (\$25).

TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE **\$XXXX**

ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM **\$XXXX**

THE TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT **\$XXXX**

THIS AGREEMENT IS LEGALLY BINDING WHEN SIGNED BY THE STUDENT AND ACCEPTED BY THE INSTITUTION. THIS AGREEMENT CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE INSTITUTION AND STUDENT CONCERNING ALL ASPECTS OF THE EDUCATION AND TRAINING THAT WILL BE PROVIDED TO STUDENT BY INSTITUTION. STUDENT UNDERSTANDS AND AGREES THAT THIS AGREEMENT SUPERSEDES ALL PRIOR OR CONTEMPORANEOUS VERBAL OR WRITTEN STATEMENTS AND AGREEMENTS MADE BY THE INSTITUTION OR ANY EMPLOYEES OR REPRESENTATIVES OF THE INSTITUTION. STUDENT FURTHER UNDERSTANDS AND AGREES THAT THIS AGREEMENT MAY NOT BE MODIFIED WITHOUT THE WRITTEN AGREEMENT OF STUDENT AND THE INSTITUTION.

I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me. I acknowledge receipt of a copy of this Agreement.

Student Signature: _____ Date: _____

Signature of School Official: _____ Acceptance Date: _____

1. NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION.

The transferability of credits you earn at The Los Angeles Film School is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn in (replace with name of specific degree program) 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 the Los Angeles Film School to determine if your credits or degree will transfer.

2. STUDENT'S RIGHT TO CANCEL

Student has 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.

DATE BY WHICH STUDENT MUST EXERCISE STUDENT'S RIGHT TO CANCEL: insert specific date

In addition, students who have not visited the school prior to enrollment will have the opportunity to withdraw without penalty within three business days following either the regularly scheduled orientation procedures or following a tour of the school facilities and inspection of equipment where training and services are provided. All monies paid by an applicant will be refunded if requested within three days after signing an enrollment agreement and making an initial payment.

Students who wish to cancel their enrollment should fill out the cancellation form available in the Student Advising Department (1st floor, Building 2, 6353 Sunset Blvd) or send written notice by email to advising@lafilm.edu (campus students) or onlineadvising@lafilm.edu (online students) or mail to: Student Records Department, The Los Angeles Film School, 6353 Sunset Blvd., Hollywood, CA 90028.

If a student has received federal financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds. LAFS will refund any monies paid by the student and will remove any charges from the student's account. All refunds will be made within 45 calendar days of the date of the cancellation.

3. INITIAL PERIOD OF ENROLLMENT

LAFS allows first-time students the ability to begin classes as a non-regular student, without any financial penalty, to determine if our school and educational program are right for the student. Students who enroll may cancel their enrollment within fourteen (14) calendar days following the first day of the student's first scheduled class. Students who wish to cancel their enrollment should follow the same cancellation process set forth above. Students who stop attending and/or fail to earn a passing grade in their first term may have their enrollment cancelled without financial obligation. Once a student is admitted as a regular student, the student is eligible to receive Federal Student Aid funds for the entire payment period.

4. REFUND POLICY

The institutional/California state refund policy shall be a pro rata refund of moneys paid for institutional charges for students who have completed 60% or less of the enrollment period (semester) in which the student withdraws. The pro rata percentage is based on the number of days the student was enrolled and in attendance within the enrollment period. There shall be no refund available to the student if the student withdraws after completing more than 60% of the enrollment period. For students receiving funds through the Federal Student Aid program, unearned funds will be returned to the aid programs in the order required under Federal Law. If any portion of those charges was paid from the proceeds of a non-federal loan, then the refund will be sent to the lender or to the agency that guaranteed the loan, if any. Any remaining balance will be paid to the student within 45 days following the student's withdrawal.

5. WITHDRAWAL FROM THE SCHOOL

Students who wish to withdraw from LAFS must do so in writing. Students may fill out a withdrawal form in person with the assistance of their Student Advisor (located on the 1st Floor of Building 2, 6353 Sunset Blvd) or send written notice by email to advising@lafilm.edu (campus students) or onlineadvising@lafilm.edu (online students) or mail to: Student Records Department, The Los Angeles Film School, 6353 Sunset Blvd., Hollywood, CA 90028.

Responsibility for providing a notice of withdrawal rests entirely with the student. Any money owed to LAFS is due on the effective date of the withdrawal. Refunds, if any, will be paid in accordance with the Refund Policies set forth in the catalog and enrollment agreement. The date of determination will be the date the student notifies LAFS of his or her intent to withdraw or the effective date indicated by the student, whichever is later.

6. ADMINISTRATIVE WITHDRAWAL

Students may be Administratively Withdrawn under any of the following circumstances:

- Student is administratively dropped from all courses in a term due to non-attendance
- Student fails to maintain Satisfactory Academic Progress
- Student fails to return from an approved leave of absence
- Student fails to reconcile their financial accounts in a timely manner

- Student fails to comply with the school's policies, rules and standards
- Student violates the Student Code of Conduct

The date of determination will be the date that the school administratively withdraws the student. For students that are administratively withdrawn due to non-attendance, the Registrar will determine the last date of attendance using attendance records. For students who fail to return from an approved leave of absence, refunds will be made within forty-five (45) calendar days of the first scheduled day of class in the term in which the student was expected to return.

7. STUDENT LOAN OBLIGATIONS

If Student obtains a loan to pay for this degree program, Student will have the responsibility to repay the full amount of the loan, plus interest, less the amount of any refund.

If Student is eligible for a loan guaranteed by the federal or state government and Student subsequently defaults on that loan, both of the following may occur:

1. The federal or state government or a loan guarantee agency may take action against Student, including applying any income tax refund to which Student is entitled to reduce the balance owed on the loan.
2. Student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

Student acknowledges that any loans Student takes out are Student's sole responsibility. Student also acknowledges that determination of whether a particular loan or set of loans is suitable for Student remains in Student's sole discretion. LAFS encourages Student to conduct his or her own due diligence about available lenders, interest rates and re-payment terms.

8. NO REPRESENTATIONS AS TO EMPLOYMENT OR EARNING POTENTIAL OF GRADUATES

LAFS makes no representations or guarantees to Student as to Student's employment or earning potential by enrolling in this program. Student is encouraged to conduct his or her own due diligence on the job opportunities and potential salaries available in Student's field of interest. Student should keep in mind that the entertainment industry is highly competitive and graduates typically start out in entry-level positions. Student understands that the potential employment and earnings of any graduate is subject to many variables including, individual talent and abilities, the economy, and selected geographical location. Student agrees that he or she is not relying on any verbal or written representations by any employee, representative or agent of LAFS regarding potential employment and/or compensation in deciding to enroll at LAFS.

9. STUDENT TUITION RECOVERY FUND DISCLOSURES

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.

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 and Vocational 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.

10. LOCATION WHERE INSTRUCTION WILL BE PROVIDED

LAFS has an urban campus that includes several buildings located in Hollywood, California. Instruction for campus programs/courses will be provided at any or all of the following campus facilities located in Hollywood, CA 90028 at 6363 Sunset Boulevard, 6353 Sunset Boulevard, 6690 Sunset Boulevard and 1605 North Ivar Avenue. Online programs/courses are delivered through LAFS' online learning platform, which may be accessed through a secure internet portal.

11. COMPUTER & INTERNET ACCESS REQUIREMENTS

Students enrolled in online or hybrid degree programs must have a computer and high-speed Internet connection (cable, DSL, or satellite) with at least a download speed of 768 Kbps and an upload speed of 384 Kbps.

12. CLASS SCHEDULE

Campus and Online courses are delivered in an accelerated, 4-week format. Campus-based classes are taught seven (7) days a week between the hours of 7:00am-midnight. Student should expect to be in classes at least 20-25 hours a week on a schedule that changes every four (4) weeks. Student will be notified of the class schedule (meeting time and location) via their student email account and posted in their student portal no later than seven (7) days prior to the start of each term. Students enrolled in online courses may access their courses, course materials and assignments at any hour and day they choose, provided they meet all assignment deadlines. The school reserves the right to adjust the order of courses and program content, staff, or materials on a course-by-course basis as needed.

13. ONLINE LEARNING MATERIALS

LAFS shall give the student access to the online learning platform and the first lesson and any materials to any student within seven days after the institution accepts the student for admission. The institution shall transmit all of the lessons and other materials to the student if the student: (A) has fully paid for the educational program; and (B) 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, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student, but shall not be obligated to pay any refund after all of the lessons and material are transmitted.

14. GRADUATION REQUIREMENTS

Student must complete all semester credit hours listed on page 1 of this Agreement including all required coursework with a minimum GPA of 2.0 and satisfy all financial obligations to the school to receive a degree.

15. STUDENTS WITH DISABILITIES

Student agrees that at the time he or she filled out this agreement, Student was both mentally and physically able to respond truthfully and fully to all questions and provide all information accurately. Student further agrees that if he or she needed any accommodation provided by law to complete this agreement, Student was given the opportunity to discuss an accommodation with the school and such accommodation was provided if LAFS determined that the accommodation was reasonable.

16. CATALOG

Information about LAFS is published in the Catalog that contains a description of certain policies, procedures, and other information about the school. LAFS reserves the right to change any provision of the catalog at any time. Notice of changes will be communicated in a revised catalog, an addendum or supplement to the catalog, or other written format. Student is expected to read and be familiar with the information contained in the catalog, in any revisions, supplements and addenda to the catalog. By enrolling at the Institution, Student agrees to abide by the terms stated in the catalog and any changes or revisions to the catalog and all of LAFS' policies.

17. LANGUAGE OF AGREEMENT

If English is not your primary language and if you are unable to understand the terms and conditions of this enrollment agreement, you have the right to obtain a clear explanation of the terms and conditions and all cancellation and refund policies in your primary language. If the recruitment leading to enrollment was conducted in a language other than English, the enrollment agreement, disclosures, and statements shall be in that language.

18. VIDEO/PHOTO/SPEECH RELEASE

Student understands and agrees that during any program and/or activity, including but not limited to class participation, student's photograph may be taken and his or her speech recorded by LAFS or its agents, event producers, sponsors, organizers, and/or assigns. Student agrees that his or her photograph and speech, including video photography, still photography, or other reproduction of student's likeness and/or speech, may be used without charge by LAFS and their owners, agents, event producers, sponsors, organizers and/or assigns in any form (such as podcasts or other downloadable form) and for any purpose they deem appropriate, including, but not limited to, promotional materials, fund raising presentations or proposals, newspaper or magazine publication or posting on a website for promotional or other purposes.

19. RIGHTS RESERVED

LAFS reserves the right to change, at any time, without notice, the policies and procedures announced in this agreement, graduation requirements, fees and other charges, curriculum, course structure and content, and other such matters as may be within its control, notwithstanding any information set forth in its catalog or other official documents. LAFS reserves the right

to refuse to admit or readmit any student at any time should it be deemed necessary in the interest of the student or of the school to do so. LAFS reserves the right to require the withdrawal of any student at any time for misconduct and who fails to give satisfactory evidence of academic ability, earnestness or purpose, who fails to cooperate in all requirements of their enrollment or for cause as determined within the sole discretion of the school.

20. METHODS OF PAYMENT

Payments may be made in the form of cash, check, major credit cards, money order, and/or through scheduled disbursements of federal financial aid programs. Payment schedules are on a semester basis.

21. ARBITRATION

As set forth in the attached Arbitration Agreement, Student and LAFS irrevocably waive our rights to a trial by jury and agree instead that any and all disputes, no matter how described, pleaded or styled, between Student and the school shall be resolved by individual binding arbitration, conducted by the American Arbitration Association under its Commercial Arbitration Rules and applicable Supplementary Procedures for Consumer-Related Disputes. This Arbitration Agreement does not modify Student's right to file a grievance with any state educational licensing agency or accrediting body.

22. SALE, DISCOUNT OR TRANSFER OF AGREEMENT

LAFS may sell, discount or transfer its right to receive monies under this Agreement to a third party. LAFS will notify Student in writing of any such sale, discount or transfer and such notification shall include instructions to Student as to whom and to where future payments due hereunder should be sent. All other terms and conditions of this Agreement shall remain in effect.

23. QUESTIONS OR COMPLAINTS

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 Capital Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's Internet Web site <http://www.bppe.ca.gov>.

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, 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, 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

DATE

THE
LOS ANGELES
FILM SCHOOL

6363 Sunset Blvd. Hollywood, CA 90028
323 860 0789 lafilm.com

Wisconsin Resident Addendum to Enrollment Agreement

Program Title:
Program Start Date:
Scheduled Completion Date:
Student:
Last 4 SSN:

Tuition Period: Semester
Program Length:
Program Type: Online
Date of Birth:

Reference is hereby made to that certain agreement between Los Angeles Film School ("Institution") and Student regarding Student's enrollment in the above-mentioned Program Title to be delivered by the Institution to the Student via Online means (the "Enrollment Agreement").

Institution and Student agree to amend the Enrollment Agreement via this Addendum as detailed below.

CAREER DEVELOPMENT ASSISTANCE

Staffed by entertainment industry professionals, the Career Development Team is available to advise students and graduates on successful career strategies to help prepare them to enter the professional workplace.

The Career Development Department provides additional opportunities for training and networking to help hone the skills necessary to succeed in the predominantly freelance entertainment industry. The Career Development Department does not make any representations or guarantees as to a student's employment potential or earning potential upon successful completion of the program.

REFUND POLICY

The article "Refund Policy" of the Enrollment Agreement is deemed deleted and is replaced with the following:

Los Angeles Film School uses a pro-rata refund policy for Wisconsin residents who are enrolled in online programs. Wisconsin Online students have three (3) business days from the time of enrollment to cancel their enrollment for a full refund, including the application fee. After the three business day cancellation period, all tuition, excluding the application fee, will be refunded to students that drop within the first five (5) days of the semester.

Refunds will be paid within 40 days of a student's official withdrawal. If Los Angeles Film School cancels or discontinues a course or educational program stated in the Enrollment Agreement, Los Angeles Film School will refund all monies paid for that course or program.

Refunds will be calculated for the semester using the following chart:

Semester By Week	Percentage of Tuition Refunded	Percentage of Semester Completed
Week 1	100%	6.25%
Week 2	80%	12.50%
Week 3	80%	18.75%
Week 4	70%	25.00%
Week 5	60%	31.25%
Week 6	60%	37.50%
Week 7	50%	43.75%
Week 8	50%	50.00%

T H E
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Week 9	40%	56.25%
Week 10	0%	62.50%
Week 11	0%	68.75%
Week 12	0%	75.00%
Week 13	0%	81.25%
Week 14	0%	87.50%
Week 15	0%	93.75%
Week 16	0%	100.00%

Refund calculations in accordance with the above chart will be based upon the last full week prior to withdrawal.

A written notice of withdrawal is not required.

WITHDRAWAL FROM THE PROGRAM

The article "Withdrawal From The Program" of the Enrollment Agreement is deemed deleted and is replaced with the following:

Students who wish to withdraw from their program should notify the Student Services Department. To officially withdraw from the institution, students should:

- Obtain a Student Withdrawal Form from a student advisor or by emailing the Student Development Department at advising@lafilm.com.
- Notify the Financial Aid Office and complete an Exit Interview, if applicable.
- Complete the withdrawal Form, including the accompanying questionnaire, and submit it to the Student Development Department.

Refunds, if any, will be paid in accordance with the Refund Policy in this Catalog Addendum.

Student shall be deemed to have withdrawn from the Institution when any of the following occurs: (1) Student notifies the Student Services Department of his or her intent to withdraw or as of the effective date of Student's withdrawal, whichever is later; (2) the Institution terminates Student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the Institution including, the Student Code of Conduct set forth in the catalog; failure to meet financial obligations to the Institution; and/or for cause determined within the Institution's sole discretion; (3) Student fails to return from an authorized leave of absence(i.e. Interruption of Training); (4) Student ceases to log on to the LMS and ceases to participate in On Line course activities in which case date of withdrawal will be deemed to be student's last LMS log on date.

Except as specifically amended herein, the Enrollment Agreement remains in full force and effect.

Student Signature

Date: _____

Los Angeles Film School

Date: _____



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Wisconsin Resident Addendum to Enrollment Agreement

If Student is under 18 years of age.

Parent Signature

Date: _____