

NOBEL UNIVERSITY

505 Shatto Place, Suite 300, Los Angeles, CA 90020 Phone: 213-382-1136 Fax: 213-382-1187
6131 Orangethorpe Ave, Suite 116, Buena Park, CA 90620 Phone: 714-228-0307 Fax: 714-228-0308

ADDENDUM TO POLICIES MANUAL 2022~2023

Nobel University POLICIES MANUAL 2022~2023

➤ **Effective February 1, 2023**

P9 History

... Since Nobel University no longer provides the Certificate in English as a Second Language, Bachelor of Arts in Church Music, and Master of Science in Oriental Medicine programs, the School is able to specialize in the business education and deliver world-class education to its students.

Nobel University is a member of the Transnational Association of Christian Colleges and Schools (TRACS) [15935 Forest Road, Forest, VA 24511; Telephone: (434) 525-9539; e-mail: info@tracs.org], having been awarded Candidate Status as a Category III institution by the TRACS Accreditation Commission on October 25, 2022. This status is effective as of July 1, 2022 and is good for a period of up to five years. TRACS is recognized by the United States Department of Education (ED), the Council for Higher Education Accreditation (CHEA), and the International Network for Quality Assurance Agencies in Higher Education (INQAAHE).

P25 Program Length

MAXIMUM PROGRAM LENGTH

1. Bachelor of Arts in Business Administration

Students need to complete 120 semester credits with a CGPA of 2.0 or better to graduate. Typically, these credits may be completed in about four (4) years of study. However, the maximum time frame to complete the program is 150% of the typical time frame which equals six (6) years. In other words, students have a maximum of six (6) years to complete the bachelor's program at Nobel University. In order for a student to stay within the 150%-time frame, he or she needs to successfully complete a minimum of 12 credits per semester.

Students cannot exceed 150% of the number of credits required to complete their degree program. All credits attempted toward the completion of a program of study will be counted in the maximum number of allowable credits. Transfer credits are included in the total.

Credits counted as attempted include:

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- All Nobel University courses for which the student receives any of the following grades: A, B, C, D (including plus/minus), F, and I;
- All Nobel University courses marked as W (indicating a course(s) dropped or total withdrawal for the term);
- All credits accepted for transfer from another institution.

Grades of "F", and "I" will be counted as hours attempted but will not be counted as hours successfully passed. Repeated course enrollment will be counted in the completion rate and against the overall maximum time limit required to complete the program of study. Repeated course enrollment will be calculated in the cumulative GPA according to the Nobel University academic grading policy.

2. Master of Business Administration

Students need to complete 36 semester credits with a CGPA of 3.0 or better to graduate. Typically, these credits may be completed in about two (2) years of study. However, the maximum time frame to complete the program is 150% of the typical time frame which equals three (3) years. In other words, students have a maximum of three (3) years to complete the master's program at Nobel University. In order for a student to stay within the 150%-time frame, he or she needs to successfully complete a minimum of 9 credits per semester.

Students cannot exceed 150% of the number of credits required to complete their degree program. All credits attempted toward the completion of a program of study will be counted in the maximum number of allowable credits. Transfer credits are included in the total.

Credits counted as attempted include:

- All Nobel University courses for which the student receives any of the following grades: A, B, C, D (including plus/minus), F, and I;
- All Nobel University courses marked as W (indicating a course(s) dropped or total withdrawal for the term);
- All credits accepted for transfer from another institution.

Grades of "D", "F", and "I" will be counted as hours attempted but will not be counted as hours successfully passed. Repeated course enrollment will be counted in the completion rate and against the overall maximum time limit required to complete the program of study. Repeated course enrollment will be calculated in the cumulative GPA according to the Nobel University academic grading policy.

P35 Grievance Policy

..... 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.

The Accrediting Council for Independent Colleges and Schools (ACICS) provides complaint procedures for the

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~~filing of complaints against accredited institutions. ACICS requires that the complainant have exhausted all complaint and grievance procedures provided under institutional policy before registering a complaint with ACICS. Should such a complaint be filed, ACICS will review the matter to determine whether there may have been any violation of its criteria and/or standards and can take action only if it is determined that there has been such a violation. ACICS can be contacted at 750 First Street NE, Suite 980 Washington, DC 20002 or (202) 336-6780.~~

Students may also file a complaint with the TRACS Accrediting Agency by completing the TRACS Complaint Form found on www.tracs.org/resources/ and submitting to:

President
Transnational Association of Christian Colleges and Schools
15935 Forest Road
Forest, VA 24551

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P64 Schedule of Fees

SCHEDULE OF FEES

All tuition and fees must be paid in U.S. dollars (\$). Students are required to pay tuition and fees at the time of registration for each semester. Nobel University reserves the right to change the amount of tuition. The new tuition rate will be in effect for the upcoming semester. Any changes in the tuition will be updated in the catalog.

Nobel University does not participate in any financial aid programs.

BACHELOR OF ARTS IN BUSINESS ADMINISTRATION

TOTAL ESTIMATED CHARGE FOR THE ENTIRE PROGRAM

<u>Units</u>	<u>Per Credit Unit</u>	<u>Tuition</u>	<u>Fees*</u>	<u>Textbooks</u>	<u>STRF*</u>	<u>Total Charges</u>
<u>120</u>	<u>\$265.00</u>	<u>\$31,800.00</u>	<u>\$440.00</u>	<u>\$5,000.00</u>	<u>\$92.50</u>	<u>\$37,332.50</u>

* Fees include a one-time non-refundable application fee, a non-refundable registration fee per semester, and a non-refundable graduation fee.

** The Student Tuition Recovery Fund (STRF) is a non-refundable California state-imposed assessment, \$2.50 per \$1,000 of charges rounded to the nearest thousand dollars.

TOTAL ESTIMATED CHARGE FOR A FULL-TIME SEMESTER (4 MONTHS)

<u>Units</u>	<u>Per Credit Unit</u>	<u>Registration Fee</u>	<u>STRF**</u>	<u>Tuition</u>
<u>12</u>	<u>\$265.00</u>	<u>\$30.00</u>	<u>\$7.50</u>	<u>\$3,217.50</u>

** The Student Tuition Recovery Fund (STRF) is a non-refundable California state-imposed assessment, \$2.50 per \$1,000 of charges rounded to the nearest thousand dollars.

MASTER OF BUSINESS ADMINISTRATION

TOTAL ESTIMATED CHARGE FOR THE ENTIRE PROGRAM

<u>Units</u>	<u>Per Credit Unit</u>	<u>Tuition</u>	<u>Fees*</u>	<u>Textbooks</u>	<u>STRF**</u>	<u>Total Charges</u>
<u>36</u>	<u>\$555.00</u>	<u>\$19,980.00</u>	<u>\$1,070.00</u>	<u>\$5,000.00</u>	<u>\$65.00</u>	<u>\$26,115.00</u>

* Fees include a one-time non-refundable application fee, a non-refundable registration fee per semester, a

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non-refundable administrative fee, and a non-refundable graduation fee.

**** The Student Tuition Recovery Fund (STRF) is a non-refundable California state-imposed assessment, \$2.50 per \$1,000 of charges rounded to the nearest thousand dollars.**

TOTAL ESTIMATED CHARGE FOR A FULL-TIME SEMESTER (4 MONTHS)

<u>Units</u>	<u>Per Credit Unit</u>	<u>Registration Fee</u>	<u>STRF**</u>	<u>Tuition</u>
<u>9</u>	<u>\$555.00</u>	<u>\$30.00</u>	<u>\$12.50</u>	<u>\$5,037.50</u>

**** The Student Tuition Recovery Fund (STRF) is a non-refundable California state-imposed assessment, \$2.50 per \$1,000 of charges rounded to the nearest thousand dollars.**

BOOKS AND COURSE MATERIALS

All books and materials required for the course will be listed in the syllabus. It is the sole responsibility of the students to purchase the books and course materials before the 1st day of the class. Nobel University does not sell books and course materials to students. Estimated Cost of Textbooks: BA Program: \$5,000.00; MBA Program: \$5,000.00

OTHER FEES (SUBJECT TO ANNUAL REVISIONS)

<u>Application Fee (non-refundable)</u>	<u>\$50.00</u>
<u>Student Tuition Recovery Fund (STRF)¹</u>	<u>\$92.50 (BBA) / \$65.00 (MBA)</u>
<u>Administrative Fee (non-refundable)</u>	<u>\$750.00</u>
<u>Registration Fee (per semester/non-refundable)</u>	<u>\$30.00</u>
<u>Graduation Fee (non-refundable)</u>	<u>\$150.00</u>
<u>Transcript Fee (per copy)</u>	<u>\$20.00</u>
<u>Verification of Enrollment Letter Fee (per copy)</u>	<u>\$20.00</u>
<u>Late Payment Fee</u>	<u>\$35.00</u>
<u>Returned Check Fee</u>	<u>\$25.00</u>
<u>Diploma Replacement Fee</u>	<u>\$100.00</u>
<u>Student ID Card (per issue/optional)</u>	<u>\$10.00</u>
<u>Foreign Transcript Evaluation Fee</u>	<u>\$85.00</u>

1-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.

The STRF fee is NON-REFUNDABLE.

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.

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It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

- 1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.**
- 2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.**
- 3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.**
- 4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.**
- 5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.**
- 6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.**
- 7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.**

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

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

Effective April 1, 2022, the Student Tuition Recovery Fund (STRF) assessment rate changed from fifty cents (\$0.50) per one thousand dollars (\$1,000) of institutional charges to two dollars and fifty cents (\$2.50) per one thousand dollars (\$1,000) of institutional charges. (5, CCR Section 76120)