

**SIERRA NEVADA COLLEGE PERFORMANCE FACT SHEET
CALENDAR YEARS 2016 & 2017**

Global Business Management – Four Years

On-Time Completion Rates (Graduation Rates)

Includes data for the two calendar years prior to reporting.

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	0	0	0	0
2017	5	0	0	0

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Job Placement Rates (includes data for the two calendar years prior to reporting)

Because of the change in the Bureau's reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	0	0	0	0	0
2017	5	0	0	0	0

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training by contacting extension@sierranevada.edu.

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, or an Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

License Examination Passage Rates (includes data for the two calendar years prior to reporting)

First Available Exam Date	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
2016	N/A	N/A	N/A	N/A	N/A
2017	N/A	N/A	N/A	N/A	N/A

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2016	N/A	N/A	N/A	N/A	N/A	N/A	X
2017	N/A	N/A	N/A	N/A	N/A	N/A	X

A list of sources used to substantiate salary disclosures is available by contacting extension@sierranevada.edu.

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Cost of Educational Program

Total charges for the program for students completing on-time in 2016: N/A

Total charges for the program for students completing on-time in 2017: \$34,704

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Federal Student Loan Debt

Calendar Year(s)	Most recent three year cohort default rate, as reported by the United States Department of Education. ¹	The percentage of enrolled students in 2016/17 receiving federal student loans to pay for this program.	The percentage of graduates in 2016/17 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2016/17 graduates who took out federal student loans at this institution.
2016	N/A	N/A	N/A	N/A
2017	N/A	62%	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet 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, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

*This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 11/23/2016. As of 12/31/2021, two full years of data for this program will be available.

Definitions

- “Number of Students Who Began the Program” means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- “Students Available for Graduation” is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- “Number of On-time Graduates” is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- “On-time Completion Rate” is the number of on-time graduates divided by the number of students available for graduation.
- “150% Graduates” is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- “Graduates Available for Employment” means the number of graduates minus the number of graduates unavailable for employment.
- “Graduates Unavailable for Employment” means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.

- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

STUDENT'S RIGHT TO CANCEL

Sierra Nevada College's cancellation policy is outlined below. It can also be found in the undergraduate catalog.

WITHDRAWAL AND REFUND POLICY

You have the right to cancel your Enrollment Agreement by withdrawing from the Program (leaving Sierra Nevada College with no intention of returning). If you withdraw from Sierra Nevada College, you may be eligible for a tuition adjustment or refund of certain fees (excluding any Application Fee, Registration Fee, Admission Deposit, and any applicable STRF). You have the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

SNC shall refund 100% of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later. If the 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.

To cancel this Enrollment Agreement and withdraw, you must complete Sierra Nevada College's Withdrawal form and return it to Sierra Nevada College's Registrar's Office, at 999 Tahoe Blvd., Incline Village, NV 89451 or scan it to registrar@sierranevada.edu. The Withdrawal form and additional information regarding withdrawals can be found on Sierra Nevada College's website at www.sierranevada.edu/resources/current-undergraduate-students/forms-2/.

If you notify Sierra Nevada College of your intent to withdraw, your official date of withdrawal is the date you began your withdrawal process at Sierra Nevada College.

If you do not notify Sierra Nevada College of your intent to withdraw, your official date of withdrawal is:

1. The midpoint of the relevant semester in which you withdraw, or
2. The last date you attended an academically-related activity such as an exam, tutorial or study group, or the last day you turned in a class assignment.

Comprehensive Tuition and Fee Refund Policy

Sierra Nevada College established a refund policy for all students who find it necessary to withdraw from the College. Any questions concerning Sierra Nevada College's refund policy should be directed to Student Accounts.

Tuition and fees are due and payable the first day of the month the semester begins. The option of a monthly payment may be arranged upon request to Student Accounts. If the student withdraws or takes a leave of absence up to 60% of the class or term, tuition will be refunded on a daily pro-rata basis. Based on the method of payment for tuition, refunds will be made either to the student or Student Financial Aid Programs (SFA).

Students receiving federal loans who withdraw during the academic year must arrange for an exit interview with the Financial Aid Office.

The following applies to all students:

If Sierra Nevada College has substantially failed to furnish the training program agreed upon in the enrollment agreement, the institution shall refund to a student all the money the student has paid. If a student cancels his/her enrollment before the start of the class or term, and prior to any early course fee due dates, Sierra Nevada College (SNC) shall refund to the student all the money he/she has paid, except for a reasonable deposit or application fee not to exceed \$250. 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.

If a student withdraws or is expelled by SNC after the start of class or term and before completing 60% or more of the enrollment period, SNC shall refund to the student a daily pro rata amount of the tuition per payment agreement. Course fees are only refundable during the drop-delete period. After the drop-delete period, course fees are non-refundable. Course fees for travel and field courses that incur significant expenses before the course start date, are due 60 days prior to the course start for courses with fees \$1,001 or higher. Early course fees are not refundable after the fee due date. Early fee courses are indicated in the catalog course description and the schedule of classes. Registered students who have not paid course fees by the early due date will be dropped from the course. Students may register after the early course fee due date by paying the course fee in full at the time of registration.

Refund Policy for Dropped Courses

A “drop” is defined as the process by which a student officially disenrolls from an individual course or all courses without incurring academic penalty. For courses 10 weeks or longer that are dropped before the start of classes or during the first week of the term, all tuition and refundable fees will be refunded. For periods of enrollment shorter than 10 weeks, the student has the first day of instruction, or the seventh day after enrollment, whichever is later, to drop the course to receive a 100% refund, minus a reasonable deposit or application fee not to exceed \$250. Students receiving financial aid should consult the academic calendar available on the SNC website for specific dates regarding drops and refunds for each term of enrollment.

Refund Policy for Withdrawn Courses

A “withdrawal” is defined as the process by which a student officially disenrolls from an individual course or all courses with academic and/or financial consequences. A withdrawn course is recorded on the official academic transcript with a grade of “W” and the refund is pro-rated. For periods of enrollment 10 weeks or longer, the withdrawal and refund period begins on the first day of the second week of the class or term and continues through the date on which 60% of the class or term is completed. Tuition is refunded on a daily pro rata amount based on the time attended. For periods of enrollment shorter than 10 weeks, the withdrawal period will begin the second day of the class or term and continue until 60% of the class or term is completed. Tuition is refunded on a daily pro rata amount based on the time attended.

Federal Student Aid Credit Balances

Federal Title IV financial aid (Federal Student and Parent Loans, Federal Pell Grants, TEACH Grants, and Federal SEOG Grants) will be applied to all your allowable charges (tuition, fees, room and board) for the current

semester. The application of these funds will supersede all SNC payment plans and contracts. Federal law states that any funds over and above allowable charges for the current semester must be refunded to the student within 14 days. Checks over 90 days old are considered stale and may be voided. Students who are Federal Title IV (Federal Student Loans and Grants) financial aid recipients are subject to federal regulations which requires the College to return funds to the federal program if a refund check that is the result of aid is not cashed. Since Federal Guidelines may change from time to time, where federal guidelines on refund calculations are in conflict with State guidelines, SNC will follow the state requirements for refunds to the student or lender.

If a refund is owed, SNC shall pay the refund to the person or entity who paid the tuition within 15 calendar days after the:

1. Date of cancellation by student of his/her enrollment;
2. Date of termination by the institution of the enrollment of a student;
3. Last day of an authorized leave of absence if a student fails to return after the period of authorized absence; or
4. Last day of attendance of a student, whichever is applicable (per NRS 394.449).

For the purposes of this refund policy:

1. The period of a student's attendance shall be measured from the first day of instruction as set forth in the registration/payment agreement through the student's last day of actual attendance, regardless of absences;
2. The period of time for a class or term is the period set forth in the registration/payment agreement;
3. Tuition shall be calculated using the tuition and fees set forth in the payment agreement and does not include books, educational supplies or equipment that are listed separately from the tuition and other fees (per NRS 394.449).

Students receiving financial aid who withdraw from school prior to completing 60% of the semester are subject to the Return of Unearned Title IV Funds Policy located in the financial aid section of this catalog. Refunds for withdrawal from SNC are in accordance with Nevada Revised Statute (NRS) 394.449.

Expulsion Refund Policy

If a student is expelled from SNC as a result of disciplinary action, refunds will be issued based on the policy in effect for all students on the day the student was administratively withdrawn. In accordance with Nevada Revised Statute (NRS) 394.449, a \$100 processing fee may be collected at the time of expulsion.

Complete Withdrawal

A complete withdrawal is defined as the process by which a student officially disenrolls from all courses and leaves SNC. In the case of a complete withdrawal, a grade of "W" is recorded for all registered courses in that term. Tuition and refundable fees are refunded according to the rules in effect on the date when the complete withdrawal is reported to SNC. Refunds for withdrawal from SNC are in accordance with Nevada Revised Statute (NRS) 394.449. Students completely withdrawing from SNC must submit an official withdrawal form to the Registrar's Office along with a completed Add/Drop/Withdrawal Form for all classes. Students receiving financial aid who withdraw from school prior to completing 60% of the semester are subject to the Return of

Unearned Title IV Funds Policy located in the financial aid section of this catalog. Students who withdraw from SNC for two or more consecutive semesters who wish to return must submit an application for readmission to the Office of Admission prior to returning.

Official Withdrawal Policy

Students who leave the institution and officially withdraw from all classes are considered to be withdrawn according to the date on the official withdrawal notification through the Registrar's Office for the purpose of the Department of Education's "Return of Unearned Title IV Funds" policy.

Unofficial Withdrawal Policy

Students who leave the institution without officially withdrawing from all classes are considered withdrawn according to the last date of attendance for purposes of the Department of Education's "Return of Unearned Title IV Funds" calculations. SNC will use the date of the last academically related activity to determine the withdrawal date. If this date is not available, the midpoint will be used.

Federal regulations have been enacted, which state that students may forfeit a portion of their Federal student financial assistance if they fail to complete the program of study in which they were enrolled.

The policy affects students who:

- A. Received or were eligible to receive federal student financial assistance authorized under Title IV of the Higher Education Act (HEA); i.e., Federal Pell Grants, Federal SEOG awards, or Stafford/PLUS loans awarded under the Federal Family Education Loan (FFEL) or Federal Direct Student Loan (FDSL) programs.
- B. Withdrew or were terminated from the institution during the first 60% of any payment period or period of enrollment.

Payment periods are defined as a Semester.

Students who do not begin attendance in any course will have 100% of the Title IV aid returned to the respective programs.

Eligible Title IV aid recipients who fail to complete over 60% of a payment period or period of enrollment are considered to have not earned all of the Federal aid that may have previously been awarded for that payment period or period of enrollment. Accordingly, a required calculation is performed to determine the portion of the unearned Federal student aid that must be returned to the U.S. Department of Education. In many cases, the Return of Unearned Title IV Funds calculations result in the student owing tuition and fees to the institution that would otherwise have been paid with federal student aid. This policy may also result in the student owing a refund of unearned Federal aid to the Department of Education. Students will receive notification in either case.

Return of Unearned Title IV Funds

This policy is in effect for any Title IV recipient who ceases to be enrolled on or after October 7, 2000. This policy replaces the Federal prorata and Federal refund policies previously enacted from the 1992 HEA Amendments.

Federal regulations have been enacted, which state that students may forfeit a portion of their Federal student financial assistance if they fail to complete the program of study in which they were enrolled. The policy affects students who:

- A. Received or were eligible to receive federal student financial assistance authorized under Title IV of the Higher Education Act (HEA); i.e., Federal Pell Grants, Federal SEOG awards, or Stafford/PLUS loans awarded under the Federal Family Education Loan (FFEL) or Federal Direct Student Loan (FDSL) programs.
- B. On or after October 7, 2000, withdrew or were terminated from the institution during the first 60% of any payment period or period of enrollment.

Payment periods are defined as a Semester.

Eligible Title IV aid recipients who fail to complete over 60% of a payment period or period of enrollment are considered to have not earned all of the Federal aid that may have previously been awarded for that payment period or period of enrollment. Accordingly, a required calculation is performed to determine the portion of the unearned Federal student aid that must be returned to the U.S. Department of Education. This calculation is done before a tuition refund calculation is performed in accordance with the institution's refund policy. In many cases, the Return of Unearned Title IV Funds calculations result in the student owing tuition and fees to the institution that would otherwise have been paid with federal student aid. This policy may also result in the student owing a refund of unearned Federal aid to the Department of Education.

Refunds for a Drop or Withdrawal

If a student drops or withdraws from class(es) and a refund is due, the financial aid sources must be reimbursed in the following order:

1. Unsubsidized Loans
2. Subsidized Loans
3. Plus Loans
4. Pell Grant
5. FSEOG
6. Teach Grant

**SIERRA NEVADA COLLEGE PERFORMANCE FACT SHEET
CALENDAR YEARS 2016 & 2017**

Psychology – Four Years

On-Time Completion Rates (Graduation Rates)

Includes data for the two calendar years prior to reporting.

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	0	0	0	0
2017	9	0	0	0

Student’s Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Job Placement Rates (includes data for the two calendar years prior to reporting)

Because of the change in the Bureau’s reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	0	0	0	0	0
2017	9	0	0	0	0

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training by contacting extension@sierranevada.edu.

Student’s Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, or an Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

License Examination Passage Rates (includes data for the two calendar years prior to reporting)

First Available Exam Date	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
2016	N/A	N/A	N/A	N/A	N/A
2017	N/A	N/A	N/A	N/A	N/A

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2016	N/A	N/A	N/A	N/A	N/A	N/A	X
2017	N/A	N/A	N/A	N/A	N/A	N/A	X

A list of sources used to substantiate salary disclosures is available by contacting extension@sierranevada.edu.

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Cost of Educational Program

Total charges for the program for students completing on-time in 2016: N/A

Total charges for the program for students completing on-time in 2017: \$34,704

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Federal Student Loan Debt

Calendar Year	Most recent three year cohort default rate, as reported by the United States Department of Education. ¹	The percentage of enrolled students in 2016/17 receiving federal student loans to pay for this program.	The percentage of graduates in 2016/17 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2016/17 graduates who took out federal student loans at this institution.
2016	N/A	N/A	N/A	N/A
2017	N/A	78%	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school's students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet 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, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

*This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 11/23/2016. As of 12/31/2021, two full years of data for this program will be available.

Definitions

- “Number of Students Who Began the Program” means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- “Students Available for Graduation” is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- “Number of On-time Graduates” is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- “On-time Completion Rate” is the number of on-time graduates divided by the number of students available for graduation.
- “150% Graduates” is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- “Graduates Available for Employment” means the number of graduates minus the number of graduates unavailable for employment.
- “Graduates Unavailable for Employment” means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.

- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first available licensing exam after completing the program.
- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

STUDENT'S RIGHT TO CANCEL

Sierra Nevada College's cancellation policy is outlined below. It can also be found in the undergraduate catalog.

WITHDRAWAL AND REFUND POLICY

You have the right to cancel your Enrollment Agreement by withdrawing from the Program (leaving Sierra Nevada College with no intention of returning). If you withdraw from Sierra Nevada College, you may be eligible for a tuition adjustment or refund of certain fees (excluding any Application Fee, Registration Fee, Admission Deposit, and any applicable STRF). You have the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

SNC shall refund 100% of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later. If the 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.

To cancel this Enrollment Agreement and withdraw, you must complete Sierra Nevada College's Withdrawal form and return it to Sierra Nevada College's Registrar's Office, at 999 Tahoe Blvd., Incline Village, NV 89451 or scan it to registrar@sierranevada.edu. The Withdrawal form and additional information regarding withdrawals can be found on Sierra Nevada College's website at www.sierranevada.edu/resources/current-undergraduate-students/forms-2/.

If you notify Sierra Nevada College of your intent to withdraw, your official date of withdrawal is the date you began your withdrawal process at Sierra Nevada College.

If you do not notify Sierra Nevada College of your intent to withdraw, your official date of withdrawal is:

1. The midpoint of the relevant semester in which you withdraw, or
2. The last date you attended an academically-related activity such as an exam, tutorial or study group, or the last day you turned in a class assignment.

Comprehensive Tuition and Fee Refund Policy

Sierra Nevada College established a refund policy for all students who find it necessary to withdraw from the College. Any questions concerning Sierra Nevada College's refund policy should be directed to Student Accounts.

Tuition and fees are due and payable the first day of the month the semester begins. The option of a monthly payment may be arranged upon request to Student Accounts. If the student withdraws or takes a leave of absence up to 60% of the class or term, tuition will be refunded on a daily pro-rata basis. Based on the method of payment for tuition, refunds will be made either to the student or Student Financial Aid Programs (SFA).

Students receiving federal loans who withdraw during the academic year must arrange for an exit interview with the Financial Aid Office.

The following applies to all students:

If Sierra Nevada College has substantially failed to furnish the training program agreed upon in the enrollment agreement, the institution shall refund to a student all the money the student has paid. If a student cancels his/her enrollment before the start of the class or term, and prior to any early course fee due dates, Sierra Nevada College (SNC) shall refund to the student all the money he/she has paid, except for a reasonable deposit or application fee not to exceed \$250. 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.

If a student withdraws or is expelled by SNC after the start of class or term and before completing 60% or more of the enrollment period, SNC shall refund to the student a daily pro rata amount of the tuition per payment agreement. Course fees are only refundable during the drop-delete period. After the drop-delete period, course fees are non-refundable. Course fees for travel and field courses that incur significant expenses before the course start date, are due 60 days prior to the course start for courses with fees \$1,001 or higher. Early course fees are not refundable after the fee due date. Early fee courses are indicated in the catalog course description and the schedule of classes. Registered students who have not paid course fees by the early due date will be dropped from the course. Students may register after the early course fee due date by paying the course fee in full at the time of registration.

Refund Policy for Dropped Courses

A “drop” is defined as the process by which a student officially disenrolls from an individual course or all courses without incurring academic penalty. For courses 10 weeks or longer that are dropped before the start of classes or during the first week of the term, all tuition and refundable fees will be refunded. For periods of enrollment shorter than 10 weeks, the student has the first day of instruction, or the seventh day after enrollment, whichever is later, to drop the course to receive a 100% refund, minus a reasonable deposit or application fee not to exceed \$250. Students receiving financial aid should consult the academic calendar available on the SNC website for specific dates regarding drops and refunds for each term of enrollment.

Refund Policy for Withdrawn Courses

A “withdrawal” is defined as the process by which a student officially disenrolls from an individual course or all courses with academic and/or financial consequences. A withdrawn course is recorded on the official academic transcript with a grade of “W” and the refund is pro-rated. For periods of enrollment 10 weeks or longer, the withdrawal and refund period begins on the first day of the second week of the class or term and continues through the date on which 60% of the class or term is completed. Tuition is refunded on a daily pro rata amount based on the time attended. For periods of enrollment shorter than 10 weeks, the withdrawal period will begin the second day of the class or term and continue until 60% of the class or term is completed. Tuition is refunded on a daily pro rata amount based on the time attended.

Federal Student Aid Credit Balances

Federal Title IV financial aid (Federal Student and Parent Loans, Federal Pell Grants, TEACH Grants, and Federal SEOG Grants) will be applied to all your allowable charges (tuition, fees, room and board) for the current

semester. The application of these funds will supersede all SNC payment plans and contracts. Federal law states that any funds over and above allowable charges for the current semester must be refunded to the student within 14 days. Checks over 90 days old are considered stale and may be voided. Students who are Federal Title IV (Federal Student Loans and Grants) financial aid recipients are subject to federal regulations which requires the College to return funds to the federal program if a refund check that is the result of aid is not cashed. Since Federal Guidelines may change from time to time, where federal guidelines on refund calculations are in conflict with State guidelines, SNC will follow the state requirements for refunds to the student or lender.

If a refund is owed, SNC shall pay the refund to the person or entity who paid the tuition within 15 calendar days after the:

1. Date of cancellation by student of his/her enrollment;
2. Date of termination by the institution of the enrollment of a student;
3. Last day of an authorized leave of absence if a student fails to return after the period of authorized absence; or
4. Last day of attendance of a student, whichever is applicable (per NRS 394.449).

For the purposes of this refund policy:

1. The period of a student's attendance shall be measured from the first day of instruction as set forth in the registration/payment agreement through the student's last day of actual attendance, regardless of absences;
2. The period of time for a class or term is the period set forth in the registration/payment agreement;
3. Tuition shall be calculated using the tuition and fees set forth in the payment agreement and does not include books, educational supplies or equipment that are listed separately from the tuition and other fees (per NRS 394.449).

Students receiving financial aid who withdraw from school prior to completing 60% of the semester are subject to the Return of Unearned Title IV Funds Policy located in the financial aid section of this catalog. Refunds for withdrawal from SNC are in accordance with Nevada Revised Statute (NRS) 394.449.

Expulsion Refund Policy

If a student is expelled from SNC as a result of disciplinary action, refunds will be issued based on the policy in effect for all students on the day the student was administratively withdrawn. In accordance with Nevada Revised Statute (NRS) 394.449, a \$100 processing fee may be collected at the time of expulsion.

Complete Withdrawal

A complete withdrawal is defined as the process by which a student officially disenrolls from all courses and leaves SNC. In the case of a complete withdrawal, a grade of "W" is recorded for all registered courses in that term. Tuition and refundable fees are refunded according to the rules in effect on the date when the complete withdrawal is reported to SNC. Refunds for withdrawal from SNC are in accordance with Nevada Revised Statute (NRS) 394.449. Students completely withdrawing from SNC must submit an official withdrawal form to the Registrar's Office along with a completed Add/Drop/Withdrawal Form for all classes. Students receiving financial aid who withdraw from school prior to completing 60% of the semester are subject to the Return of

Unearned Title IV Funds Policy located in the financial aid section of this catalog. Students who withdraw from SNC for two or more consecutive semesters who wish to return must submit an application for readmission to the Office of Admission prior to returning.

Official Withdrawal Policy

Students who leave the institution and officially withdraw from all classes are considered to be withdrawn according to the date on the official withdrawal notification through the Registrar's Office for the purpose of the Department of Education's "Return of Unearned Title IV Funds" policy.

Unofficial Withdrawal Policy

Students who leave the institution without officially withdrawing from all classes are considered withdrawn according to the last date of attendance for purposes of the Department of Education's "Return of Unearned Title IV Funds" calculations. SNC will use the date of the last academically related activity to determine the withdrawal date. If this date is not available, the midpoint will be used.

Federal regulations have been enacted, which state that students may forfeit a portion of their Federal student financial assistance if they fail to complete the program of study in which they were enrolled.

The policy affects students who:

- A. Received or were eligible to receive federal student financial assistance authorized under Title IV of the Higher Education Act (HEA); i.e., Federal Pell Grants, Federal SEOG awards, or Stafford/PLUS loans awarded under the Federal Family Education Loan (FFEL) or Federal Direct Student Loan (FDSL) programs.
- B. Withdrew or were terminated from the institution during the first 60% of any payment period or period of enrollment.

Payment periods are defined as a Semester.

Students who do not begin attendance in any course will have 100% of the Title IV aid returned to the respective programs.

Eligible Title IV aid recipients who fail to complete over 60% of a payment period or period of enrollment are considered to have not earned all of the Federal aid that may have previously been awarded for that payment period or period of enrollment. Accordingly, a required calculation is performed to determine the portion of the unearned Federal student aid that must be returned to the U.S. Department of Education. In many cases, the Return of Unearned Title IV Funds calculations result in the student owing tuition and fees to the institution that would otherwise have been paid with federal student aid. This policy may also result in the student owing a refund of unearned Federal aid to the Department of Education. Students will receive notification in either case.

Return of Unearned Title IV Funds

This policy is in effect for any Title IV recipient who ceases to be enrolled on or after October 7, 2000. This policy replaces the Federal prorata and Federal refund policies previously enacted from the 1992 HEA Amendments.

Federal regulations have been enacted, which state that students may forfeit a portion of their Federal student financial assistance if they fail to complete the program of study in which they were enrolled. The policy affects students who:

- A. Received or were eligible to receive federal student financial assistance authorized under Title IV of the Higher Education Act (HEA); i.e., Federal Pell Grants, Federal SEOG awards, or Stafford/PLUS loans awarded under the Federal Family Education Loan (FFEL) or Federal Direct Student Loan (FDSL) programs.
- B. On or after October 7, 2000, withdrew or were terminated from the institution during the first 60% of any payment period or period of enrollment.

Payment periods are defined as a Semester.

Eligible Title IV aid recipients who fail to complete over 60% of a payment period or period of enrollment are considered to have not earned all of the Federal aid that may have previously been awarded for that payment period or period of enrollment. Accordingly, a required calculation is performed to determine the portion of the unearned Federal student aid that must be returned to the U.S. Department of Education. This calculation is done before a tuition refund calculation is performed in accordance with the institution's refund policy. In many cases, the Return of Unearned Title IV Funds calculations result in the student owing tuition and fees to the institution that would otherwise have been paid with federal student aid. This policy may also result in the student owing a refund of unearned Federal aid to the Department of Education.

Refunds for a Drop or Withdrawal

If a student drops or withdraws from class(es) and a refund is due, the financial aid sources must be reimbursed in the following order:

1. Unsubsidized Loans
2. Subsidized Loans
3. Plus Loans
4. Pell Grant
5. FSEOG
6. Teach Grant

**SIERRA NEVADA COLLEGE PERFORMANCE FACT SHEET
CALENDAR YEARS 2016 & 2017**

Ski Business and Resort Management – Four Years

On-Time Completion Rates (Graduation Rates)

Includes data for the two calendar years prior to reporting.

Calendar Year	Number of Students Who Began the Program	Students Available for Graduation	Number of On-Time Graduates	On-Time Completion Rate
2016	0	0	0	0
2017	1	0	0	0

Student’s Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Job Placement Rates (includes data for the two calendar years prior to reporting)

Because of the change in the Bureau’s reporting regulations, which became effective on July 14, 2016, this institution was not required to collect the data for its 2016 and prior graduates.

Calendar Year	Number of Students Who Began Program	Number of Graduates	Graduates Available for Employment	Graduates Employed in the Field	Placement Rate % Employed in the Field
2016	0	0	0	0	0
2017	1	0	0	0	0

You may obtain from the institution a list of the employment positions determined to be in the field for which a student received education and training by contacting extension@sierranevada.edu.

Student’s Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Gainfully Employed Categories (includes data for the two calendar years prior to reporting)

Part-Time vs. Full-Time Employment

Calendar Year	Graduate Employed in the Field 20-29 Hours Per Week	Graduates Employed in the Field at Least 30 Hours Per Week	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Single Position vs. Concurrent Aggregated Position

Calendar Year	Graduates Employed in the Field in a Single Position	Graduates Employed in the Field in Concurrent Aggregated Positions	Total Graduates Employed in the Field
2016	0	0	0
2017	0	0	0

Self-Employed / Freelance Positions

Calendar Year	Graduates Employed who are Self-Employed or Working Freelance	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Institutional Employment

Calendar Year	Graduates Employed in the Field who are Employed by the Institution, or an Employer who Shares Ownership with the Institution	Total Graduates Employed in the Field
2016	0	0
2017	0	0

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

License Examination Passage Rates (includes data for the two calendar years prior to reporting)

First Available Exam Date	Number of Graduates in Calendar Year	Number of Graduates Taking Exam	Number Who Passed Exam	Number Who Failed Exam	Passage Rate
2016	N/A	N/A	N/A	N/A	N/A
2017	N/A	N/A	N/A	N/A	N/A

Student's Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Salary and Wage Information (includes data for the two calendar years prior to reporting)

Calendar Year	Graduates Available for Employment	Graduates Employed in Field	\$20,001 - \$25,000	\$35,001 - \$40,000	\$40,001 - \$45,000	\$45,001 - \$50,000	No Salary Information Reported
2016	N/A	N/A	N/A	N/A	N/A	N/A	X
2017	N/A	N/A	N/A	N/A	N/A	N/A	X

A list of sources used to substantiate salary disclosures is available by contacting extension@sierranevada.edu.

Student’s Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Cost of Educational Program

Total charges for the program for students completing on-time in 2016: N/A

Total charges for the program for students completing on-time in 2017: \$34,704

Student’s Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

Federal Student Loan Debt

Calendar Year	Most recent three year cohort default rate, as reported by the United States Department of Education. ¹	The percentage of enrolled students in 2016/17 receiving federal student loans to pay for this program.	The percentage of graduates in 2016/17 who took out federal student loans to pay for this program.	The average amount of federal student loan debt of 2016/17 graduates who took out federal student loans at this institution.
2016	N/A	N/A	N/A	N/A
2017	N/A	100%	N/A	N/A

¹The percentage of students who defaulted on their federal student loans is called the Cohort Default Rate (CDR). It shows the percentage of this school’s students who were more than 270 days (9 months) behind on their federal student loans within three years of when the first payment was due. This is the most recent CDR reported by the U.S. Department of Education.

Student’s Initials: _____ Date: _____

Initial only after you have had sufficient time to read and understand the information.

This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet 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, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

*This program is new. Therefore, the number of students who graduate, the number of students who are placed, or the starting salary you can earn after finishing the educational program are unknown at this time. Information regarding general salary and placement statistics may be available from government sources or from the institution, but is not equivalent to actual performance data. This program was approved by the Bureau on 11/23/2016. As of 12/31/2021, two full years of data for this program will be available.

Definitions

- “Number of Students Who Began the Program” means the number of students who began a program who were scheduled to complete the program within 100% of the published program length within the reporting calendar year and excludes all students who cancelled during the cancellation period.
- “Students Available for Graduation” is the number of students who began the program minus the number of students who have died, been incarcerated, or been called to active military duty.
- “Number of On-time Graduates” is the number of students who completed the program within 100% of the published program length within the reporting calendar year.
- “On-time Completion Rate” is the number of on-time graduates divided by the number of students available for graduation.
- “150% Graduates” is the number of students who completed the program within 150% of the program length (includes on-time graduates).
- “150% Completion Rate” is the number of students who completed the program in the reported calendar year within 150% of the published program length, including on-time graduates, divided by the number of students available for graduation.
- “Graduates Available for Employment” means the number of graduates minus the number of graduates unavailable for employment.
- “Graduates Unavailable for Employment” means the graduates who, after graduation, die, become incarcerated, are called to active military duty, are international students that leave the United States or do not have a visa allowing employment in the United States, or are continuing their education in an accredited or bureau-approved postsecondary institution.
- “Graduates Employed in the Field” means graduates who beginning within six months after a student completes the applicable educational program are gainfully employed, whose employment has been reported, and for whom the institution has documented verification of employment. For occupations for which the state requires passing an examination, the six months period begins after the announcement of the examination results for the first examination available after a student completes an applicable educational program.
- “Placement Rate Employed in the Field” is calculated by dividing the number of graduates gainfully employed in the field by the number of graduates available for employment.
- “Number of Graduates Taking Exam” is the number of graduates who took the first available exam in the reported calendar year.
- “First Available Exam Date” is the date for the first available exam after a student completed a program.
- “Passage Rate” is calculated by dividing the number of graduates who passed the exam by the number of graduates who took the reported licensing exam.
- “Number Who Passed First Available Exam” is the number of graduates who took and passed the first

available licensing exam after completing the program.

- “Salary” is as reported by graduate or graduate’s employer.
- “No Salary Information Reported” is the number of graduates for whom, after making reasonable attempts, the school was not able to obtain salary information.

STUDENT'S RIGHT TO CANCEL

Sierra Nevada College's cancellation policy is outlined below. It can also be found in the undergraduate catalog.

WITHDRAWAL AND REFUND POLICY

You have the right to cancel your Enrollment Agreement by withdrawing from the Program (leaving Sierra Nevada College with no intention of returning). If you withdraw from Sierra Nevada College, you may be eligible for a tuition adjustment or refund of certain fees (excluding any Application Fee, Registration Fee, Admission Deposit, and any applicable STRF). You have the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

SNC shall refund 100% of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later. If the 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.

To cancel this Enrollment Agreement and withdraw, you must complete Sierra Nevada College's Withdrawal form and return it to Sierra Nevada College's Registrar's Office, at 999 Tahoe Blvd., Incline Village, NV 89451 or scan it to registrar@sierranevada.edu. The Withdrawal form and additional information regarding withdrawals can be found on Sierra Nevada College's website at www.sierranevada.edu/resources/current-undergraduate-students/forms-2/.

If you notify Sierra Nevada College of your intent to withdraw, your official date of withdrawal is the date you began your withdrawal process at Sierra Nevada College.

If you do not notify Sierra Nevada College of your intent to withdraw, your official date of withdrawal is:

1. The midpoint of the relevant semester in which you withdraw, or
2. The last date you attended an academically-related activity such as an exam, tutorial or study group, or the last day you turned in a class assignment.

Comprehensive Tuition and Fee Refund Policy

Sierra Nevada College established a refund policy for all students who find it necessary to withdraw from the College. Any questions concerning Sierra Nevada College's refund policy should be directed to Student Accounts.

Tuition and fees are due and payable the first day of the month the semester begins. The option of a monthly payment may be arranged upon request to Student Accounts. If the student withdraws or takes a leave of absence up to 60% of the class or term, tuition will be refunded on a daily pro-rata basis. Based on the method of payment for tuition, refunds will be made either to the student or Student Financial Aid Programs (SFA).

Students receiving federal loans who withdraw during the academic year must arrange for an exit interview with the Financial Aid Office.

The following applies to all students:

If Sierra Nevada College has substantially failed to furnish the training program agreed upon in the enrollment agreement, the institution shall refund to a student all the money the student has paid. If a student cancels his/her enrollment before the start of the class or term, and prior to any early course fee due dates, Sierra Nevada College (SNC) shall refund to the student all the money he/she has paid, except for a reasonable deposit or application fee not to exceed \$250. 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.

If a student withdraws or is expelled by SNC after the start of class or term and before completing 60% or more of the enrollment period, SNC shall refund to the student a daily pro rata amount of the tuition per payment agreement. Course fees are only refundable during the drop-delete period. After the drop-delete period, course fees are non-refundable. Course fees for travel and field courses that incur significant expenses before the course start date, are due 60 days prior to the course start for courses with fees \$1,001 or higher. Early course fees are not refundable after the fee due date. Early fee courses are indicated in the catalog course description and the schedule of classes. Registered students who have not paid course fees by the early due date will be dropped from the course. Students may register after the early course fee due date by paying the course fee in full at the time of registration.

Refund Policy for Dropped Courses

A “drop” is defined as the process by which a student officially disenrolls from an individual course or all courses without incurring academic penalty. For courses 10 weeks or longer that are dropped before the start of classes or during the first week of the term, all tuition and refundable fees will be refunded. For periods of enrollment shorter than 10 weeks, the student has the first day of instruction, or the seventh day after enrollment, whichever is later, to drop the course to receive a 100% refund, minus a reasonable deposit or application fee not to exceed \$250. Students receiving financial aid should consult the academic calendar available on the SNC website for specific dates regarding drops and refunds for each term of enrollment.

Refund Policy for Withdrawn Courses

A “withdrawal” is defined as the process by which a student officially disenrolls from an individual course or all courses with academic and/or financial consequences. A withdrawn course is recorded on the official academic transcript with a grade of “W” and the refund is pro-rated. For periods of enrollment 10 weeks or longer, the withdrawal and refund period begins on the first day of the second week of the class or term and continues through the date on which 60% of the class or term is completed. Tuition is refunded on a daily pro rata amount based on the time attended. For periods of enrollment shorter than 10 weeks, the withdrawal period will begin the second day of the class or term and continue until 60% of the class or term is completed. Tuition is refunded on a daily pro rata amount based on the time attended.

Federal Student Aid Credit Balances

Federal Title IV financial aid (Federal Student and Parent Loans, Federal Pell Grants, TEACH Grants, and Federal SEOG Grants) will be applied to all your allowable charges (tuition, fees, room and board) for the current

semester. The application of these funds will supersede all SNC payment plans and contracts. Federal law states that any funds over and above allowable charges for the current semester must be refunded to the student within 14 days. Checks over 90 days old are considered stale and may be voided. Students who are Federal Title IV (Federal Student Loans and Grants) financial aid recipients are subject to federal regulations which requires the College to return funds to the federal program if a refund check that is the result of aid is not cashed. Since Federal Guidelines may change from time to time, where federal guidelines on refund calculations are in conflict with State guidelines, SNC will follow the state requirements for refunds to the student or lender.

If a refund is owed, SNC shall pay the refund to the person or entity who paid the tuition within 15 calendar days after the:

1. Date of cancellation by student of his/her enrollment;
2. Date of termination by the institution of the enrollment of a student;
3. Last day of an authorized leave of absence if a student fails to return after the period of authorized absence; or
4. Last day of attendance of a student, whichever is applicable (per NRS 394.449).

For the purposes of this refund policy:

1. The period of a student's attendance shall be measured from the first day of instruction as set forth in the registration/payment agreement through the student's last day of actual attendance, regardless of absences;
2. The period of time for a class or term is the period set forth in the registration/payment agreement;
3. Tuition shall be calculated using the tuition and fees set forth in the payment agreement and does not include books, educational supplies or equipment that are listed separately from the tuition and other fees (per NRS 394.449).

Students receiving financial aid who withdraw from school prior to completing 60% of the semester are subject to the Return of Unearned Title IV Funds Policy located in the financial aid section of this catalog. Refunds for withdrawal from SNC are in accordance with Nevada Revised Statute (NRS) 394.449.

Expulsion Refund Policy

If a student is expelled from SNC as a result of disciplinary action, refunds will be issued based on the policy in effect for all students on the day the student was administratively withdrawn. In accordance with Nevada Revised Statute (NRS) 394.449, a \$100 processing fee may be collected at the time of expulsion.

Complete Withdrawal

A complete withdrawal is defined as the process by which a student officially disenrolls from all courses and leaves SNC. In the case of a complete withdrawal, a grade of "W" is recorded for all registered courses in that term. Tuition and refundable fees are refunded according to the rules in effect on the date when the complete withdrawal is reported to SNC. Refunds for withdrawal from SNC are in accordance with Nevada Revised Statute (NRS) 394.449. Students completely withdrawing from SNC must submit an official withdrawal form to the Registrar's Office along with a completed Add/Drop/Withdrawal Form for all classes. Students receiving financial aid who withdraw from school prior to completing 60% of the semester are subject to the Return of

Unearned Title IV Funds Policy located in the financial aid section of this catalog. Students who withdraw from SNC for two or more consecutive semesters who wish to return must submit an application for readmission to the Office of Admission prior to returning.

Official Withdrawal Policy

Students who leave the institution and officially withdraw from all classes are considered to be withdrawn according to the date on the official withdrawal notification through the Registrar's Office for the purpose of the Department of Education's "Return of Unearned Title IV Funds" policy.

Unofficial Withdrawal Policy

Students who leave the institution without officially withdrawing from all classes are considered withdrawn according to the last date of attendance for purposes of the Department of Education's "Return of Unearned Title IV Funds" calculations. SNC will use the date of the last academically related activity to determine the withdrawal date. If this date is not available, the midpoint will be used.

Federal regulations have been enacted, which state that students may forfeit a portion of their Federal student financial assistance if they fail to complete the program of study in which they were enrolled.

The policy affects students who:

- A. Received or were eligible to receive federal student financial assistance authorized under Title IV of the Higher Education Act (HEA); i.e., Federal Pell Grants, Federal SEOG awards, or Stafford/PLUS loans awarded under the Federal Family Education Loan (FFEL) or Federal Direct Student Loan (FDSL) programs.
- B. Withdrew or were terminated from the institution during the first 60% of any payment period or period of enrollment.

Payment periods are defined as a Semester.

Students who do not begin attendance in any course will have 100% of the Title IV aid returned to the respective programs.

Eligible Title IV aid recipients who fail to complete over 60% of a payment period or period of enrollment are considered to have not earned all of the Federal aid that may have previously been awarded for that payment period or period of enrollment. Accordingly, a required calculation is performed to determine the portion of the unearned Federal student aid that must be returned to the U.S. Department of Education. In many cases, the Return of Unearned Title IV Funds calculations result in the student owing tuition and fees to the institution that would otherwise have been paid with federal student aid. This policy may also result in the student owing a refund of unearned Federal aid to the Department of Education. Students will receive notification in either case.

Return of Unearned Title IV Funds

This policy is in effect for any Title IV recipient who ceases to be enrolled on or after October 7, 2000. This policy replaces the Federal prorata and Federal refund policies previously enacted from the 1992 HEA Amendments.

Federal regulations have been enacted, which state that students may forfeit a portion of their Federal student financial assistance if they fail to complete the program of study in which they were enrolled. The policy affects students who:

- A. Received or were eligible to receive federal student financial assistance authorized under Title IV of the Higher Education Act (HEA); i.e., Federal Pell Grants, Federal SEOG awards, or Stafford/PLUS loans awarded under the Federal Family Education Loan (FFEL) or Federal Direct Student Loan (FDSL) programs.
- B. On or after October 7, 2000, withdrew or were terminated from the institution during the first 60% of any payment period or period of enrollment.

Payment periods are defined as a Semester.

Eligible Title IV aid recipients who fail to complete over 60% of a payment period or period of enrollment are considered to have not earned all of the Federal aid that may have previously been awarded for that payment period or period of enrollment. Accordingly, a required calculation is performed to determine the portion of the unearned Federal student aid that must be returned to the U.S. Department of Education. This calculation is done before a tuition refund calculation is performed in accordance with the institution's refund policy. In many cases, the Return of Unearned Title IV Funds calculations result in the student owing tuition and fees to the institution that would otherwise have been paid with federal student aid. This policy may also result in the student owing a refund of unearned Federal aid to the Department of Education.

Refunds for a Drop or Withdrawal

If a student drops or withdraws from class(es) and a refund is due, the financial aid sources must be reimbursed in the following order:

1. Unsubsidized Loans
2. Subsidized Loans
3. Plus Loans
4. Pell Grant
5. FSEOG
6. Teach Grant