

TUITION & BOOK FEES

Full-Time Attendance Status	Tuition per Term (12 weeks)
<u>Basic Studies,</u> <u>General Studies,</u> <u>Academic Studies</u>	\$1,100 - payment due on Orientation Day + \$1,100 - payment due mid-term Total: \$2,200 per term + 4 Books (average cost \$220)

Capstone students are responsible for the following non-refundable fees:

- **Registration and Placement Test fee:** \$150 due at the time application documents are submitted.
- **Capstone's Initial Term of Study Tuition fee:** \$2,200 - divided into two payments of \$1,100 every 6 weeks.
- **Book fees:** Due on the first day of classes, average cost of \$220 for four (4) courses.

Capstone's Initial Term of Study (1 Term = 12 weeks)

Students are expected to complete their term of study established upon registration. ***USCIS regulations require students to attend a full term of study before a transfer or termination is permitted.*** Should a student request to terminate or transfer out during their first week of school, *it is solely at Capstone's discretion to allow such a termination or transfer. No refunds will be made.*

Two (2) Tuition Payments per Term

Before mid-term, a new tuition payment is due. Invoices can be found and paid for at the front desk. There will be a 5 day grace period to pay. A \$100 Late Fee will apply if tuition is not paid in full. After the tuition due date, student may not attend school until payment is made. Failure to make payment as scheduled may result in a student's termination. Always communicate to Admissions if you have questions about payments.

- **New Student Tuition:** \$2,200 - divided into two payments of \$1,100.
First Tuition payment is due on the day scheduled for Student Orientation and Placement Test. Students may not attend Orientation without payment made.
Second Tuition payment is due mid-term, 6 weeks after first payment. There are no refunds for the first term payment of \$2,200.
- **Continuing Student Tuition:** \$2,200 - divided into two payments of \$1,100 paid every 6 weeks.
First Tuition payment is due two (2) weeks before the New Term Start Date.
Second Tuition payment is due mid-term, 6 weeks after first payment.

Books

Payment for Books is due on the first day of school of every Term. All books are required, sold at the front desk and must be purchased from Capstone before attending class. We do not accept used books or books from other vendors. Capstone has a "No books, no class" policy. Failure to make payment may result in student termination.

Student Financial Responsibilities & Agreement

Please find Student Financial Responsibilities Information in this packet attached to the Registration Form. Student must read, sign, date and return the Registration Form and the Financial Agreement to the Admissions desk:

- In person - 1411 SW Morrison St. Suite 350 Portland, OR 97205
- Fax - (503)228-3961
- Email: admissions@capstone.org

It is in everyone's best interest for students to maintain their F-1 status by following USCIS regulations and Capstone academic, attendance, and financial policies. If you encounter any difficulties, please inform Capstone as soon as possible.

The **Capstone English Mastery Center** is approved to train foreign students studying in the United States on an F-1 student visa. Our school code is POO 214F 0092-000, and we have been approved since February 1, 1961.