



## 2018 Tuition, Payment, Cancellation and Refund Policies

### Business of Basketball – Las Vegas Experience

This document describes the terms and conditions for fees, payments and refunds in the Business of Basketball – Las Vegas Experience at Sports Business Classroom.

#### What is the cost for the SBC Business of Basketball Program?

All applicants pay a \$25 application fee, whether they are admitted to SBC or not. This fee is non-refundable and non-transferable, and is charged when the student’s application is received. This fee does not count toward the cost of the program.

The tuition for the 2018 Business of Basketball program is \$3,500. Students may choose one of the following options:

- No-hotel option: Subtract \$500 (no accommodations or hotel shuttle provided). \$3,000 total.
- ONE extended hotel day (either July 6-7 OR July 13-14): Add \$109. \$3,609 total.
- TWO extended hotel days (both July 6-7 AND July 13-14): Add \$218. \$3,718 total.

#### What is the Sports Business Classroom payment policy?

Students who are admitted into the program are charged a \$250 processing fee when they are admitted. This fee counts toward the cost of the program, but is non-refundable and non-transferable.

Students may choose one of two payment options for their remaining tuition: Pay in Full, or the Payment Plan. Students choosing Pay in Full are charged the full cost of the program (including optional extended hotel days) when they are admitted. Students choosing the Payment Plan make one payment per month. The amount of each payment depends on when the student is admitted:

Admitted:	Payment month:				
	February	March	April	May	June
February	\$650	\$650	\$650	\$650	\$650
March		\$812	\$812	\$813	\$813
April			\$1,083	\$1,083	\$1,084
May				\$1,625	\$1,625
June					\$3,250

All extended hotel amounts are charged with the student’s first payment.

To participate in the Payment Plan, a student must complete, sign and submit a payment agreement to VSL. When the agreement is received and approved by VSL, the student will be enrolled in the Payment Plan.

Payment Example:

A student who applies and is admitted in March, chooses the payment plan, and opts for one extended hotel day makes the following payments:

On application:	\$25 application fee
On admission:	\$250 processing fee
March payment:	\$921 (\$812 March payment plus \$109 for one extended hotel day)
April payment:	\$812
May payment:	\$813
June payment:	\$813
<b>TOTAL:</b>	<b>\$3,634 (\$25 application fee, \$3,500 tuition, \$109 extended hotel)</b>

All payments are charged prior to the end of the month. The full cost of the program must be paid prior to July 1, with no exceptions.

**Exactly when are charges processed?**

The \$25 application fee is typically charged within two business days of the student submitting an application.

All students are charged the \$250 program fee when they are accepted. The charge for this fee is typically processed within two business days of the student’s acceptance, and may occur on the same day as the student’s acceptance.

Students who choose to pay in full are charged the remaining balance in a single charge, which is processed two to seven business days following the student’s acceptance.

Students who choose the payment plan are charged according to the following schedule:

February payment	February 23, 2018
March payment	March 27, 2018
April payment	April 25, 2018
May payment	May 28, 2018
June payment	June 26, 2018

Students must complete and return a payment agreement by the date listed above in order to join the payment plan in that month. For example, a student who is admitted to the program on March 20 but does not return a payment agreement until March 28 will join the payment plan beginning in April, and will pay in three installments.

**Note:** A student is considered to be accepted into the program on the date his or her acceptance email is sent by the SBC General Manager. A student’s participation in the payment plan is considered to begin on the date his or her emailed or faxed payment agreement is received by the SBC or VSL staff.

**If I choose the payment plan, do I have to adhere to the stated payment schedule, or can I pay it off sooner?**

If you have an outstanding balance due, you must pay at least the amount indicated in the payment plan for the current month. You also have the option to pay more, if you wish – please contact us at info@sportsbusinessclassroom if you would like to pay a greater amount in a given month.

For example, if you register in February and choose the Payment Plan, you would be scheduled to pay \$650 per month for five months. You could choose instead to pay \$650 in February, \$1,300 in March and \$1,300 in April. You cannot choose to pay \$650 in February and \$1,300 in both April and May, because you must pay at least \$650 in March.

**Am I charged the application fee or the processing fee if the program or my major is full?**

If the program is full (i.e., if we have reached our 60 student maximum) you will not be charged the application fee or processing fee. If we inform you that the program is full and you then indicate that you wish to join the wait list, you will be charged the \$25 application fee and your application will be evaluated. If we provisionally accept your application (pending a space becoming available) you will be placed on the wait list. If a space subsequently opens you will be removed from the wait list and accepted into the program. You will be charged the \$250 processing fee at that time.

If the program is not full but your chosen major is full, you will be charged the \$25 application fee and your application will be evaluated. If your application is provisionally accepted you will be offered the choice of admission into an open major or to go on the wait list for your chosen major. If you then choose an open major, you will be enrolled in the program and charged the \$250 processing fee. If instead you choose to wait for your chosen major, you will be placed on the wait list for that major. If a space subsequently opens up you will be removed from the wait list and accepted into the program. You will be charged the \$250 processing fee at that time.

Your admission to the program is considered to begin on the date an acceptance email is sent by the SBC General Manager, with a specific major identified.

**What is the Sports Business Classroom refund policy?**

The \$25 application fee and \$250 processing fee are non-refundable and non-transferable. The remaining costs may be refundable, depending on the student's date of withdrawal. **IMPORTANT: For refund purposes, the full fee is considered to be charged and paid when calculating the student's refund amount.** This is to avoid disadvantaging students who paid in full. The refund is calculated against the full amount, and then netted against the amount the student actually paid. However, under no circumstance will a student be required to pay any additional money after withdrawing.

- If the student withdraws on or before April 30, all tuition is refundable, including extended hotel days, but not including the application or processing fees. For example, a student who paid a \$25 application fee, \$250 processing fee, \$3,250 for the remainder of the tuition, and \$109 for one extended hotel day (\$3,634 total) is refunded \$3,359 if he or she withdraws on April 15.
- If the student withdraws in May, \$2,500 of the full fee is refundable, plus extended hotel days. For example, a student who was admitted in February, opted for one extended hotel day, and paid a \$25 application fee, \$250 processing fee, \$759 in February, \$650 in March and \$650 in

April, and who withdraws on May 10 (before the May payment is charged) is refunded as follows:

Total considered charged:	\$3,634 (including future payment amounts)
Total refundable:	\$2,609 (\$2,500 plus \$109 for extended hotel)
Total non-refundable:	\$1,025 (\$3,634 minus \$2,609)
Total paid to date:	\$2,334
Total refunded to student:	\$1,309 (\$2,334 minus \$1,025)*

- If the student withdraws in June, \$1,500 of the full fee is refundable, plus extended hotel days. For example, a student who was admitted in February, opted for one extended hotel day, and paid a \$25 application fee, \$250 processing fee, \$759 in February, \$650 in March, \$650 in April and \$650 in May, and who withdraws on June 10 (before the June payment is charged) is refunded as follows:

Total considered charged:	\$3,634 (including future payment amounts)
Total refundable:	\$1,609 (\$1,500 plus \$109 for extended hotel)
Total non-refundable:	\$2,025 (\$3,634 minus \$1,609)
Total paid to date:	\$2,959
Total refunded to student:	\$934 (\$2,959 minus \$2,025)*

- If a student withdraws July 1 or later, no refunds are given.
- In the exceptional case of certain unplanned events, such as the death of an immediate family member, hospitalization of the applicant or jury duty, Sports Business Classroom will issue a full refund (minus application and processing fees) upon presentation of satisfactory documentation.

Additional refund examples:

1. A student who is admitted in February, chooses one extended hotel day, pays in full, and withdraws in May is refunded as follows:

Total paid:	\$3,634
Total refundable:	\$2,609 (\$2,500 plus \$109 for extended hotel)
Total non-refundable:	\$1,025 (\$3,634 minus \$1,609)
Total refunded to student:	\$2,609

2. A student who was admitted in April, did not opt for any extended hotel days, and paid a \$25 application fee, \$250 processing fee and \$1,083 in April, and who withdraws on May 10 (before the May payment is charged) is refunded as follows:

Total considered charged:	\$3,525 (including future payment amounts)
Total refundable:	\$2,500
Total non-refundable:	\$1,525 (\$3,525 minus \$2,500)
Total paid to date:	\$1,358
Total refunded to student:	\$0 – the student paid only \$1,358 of the \$1,525 non-refundable amount.*

3. A student who applies and is admitted in June, does not opt for any extended hotel days, paid a \$25 application fee and \$250 processing fee, and who withdraws on June 20 (before the June payment is processed) is refunded as follows:

Total considered charged:	\$3,525 (including future payment amounts)
Total refundable:	\$1,500
Total non-refundable:	\$2,525 (\$3,525 minus \$1,500)
Total paid to date:	\$275 (application fee and processing fee)
Total refunded to student:	\$0 – the student paid only \$275 of the \$2,525 non-refundable amount.*

In Examples 2 and 3, note that even though the student paid less than the non-refundable amount prior to withdrawing, the student is not required to pay any additional money upon withdrawal.

**How do I change my method of payment?**

If you would like to change your payment method, please call VSL at (415) 431-7772 with the new information. A new authorization form may need to be completed.

**What happens if I fail to turn in a necessary form, or if a payment is declined?**

Failure to complete a payment or to provide necessary documentation will result in the student’s withdrawal from Sports Business Classroom and a refund according to the refund policies above, following a grace period of three business days. The withdrawal is “without prejudice,” meaning the student subsequently can re-apply.

**I enrolled in the Las Vegas Experience but now I want to switch to the Live Stream experience. What do I do?**

Please contact us at [info@sportsbusinessclassroom](mailto:info@sportsbusinessclassroom) as soon as possible. Any refundable amount that would be returned to you according to the Las Vegas Experience Refund Policy will be applied toward the Live Stream Experience. Please note that the Las Vegas Experience Refund Policies specify that some amounts are non-refundable and non-transferable.