

STUDENT RIGHT TO CANCEL AND WITHDRAW/REFUND POLICY

1. 'WITHDRAW' FROM THE PROGRAM

A student wishing to cancel or withdraw from the school and receive a refund should send their notice of cancellation or withdrawal in writing, along with the duly filled “*Course and Program Withdrawal Form*” listed on [VaYU Policy Page](#), to the Director of Admissions at the University Administration Office. The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after, 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.

A notice of cancellation shall be in writing and can be sent by mail or email. A withdrawal may be effectuated by the student’s written notice or by the student’s conduct, including, but not necessarily limited to, a student’s lack of attendance or violation of federal or state law.

VaYU shall refund 100 percent 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 class day after enrollment, whichever is later.

A student may appeal his/her withdraw/termination in writing within three business days of the notice of withdraw to the physical or email address provided by the institution in the enrollment agreement.

Such appeals will be answered to the same physical or email address within three business days of receipt of the student’s written appeal.

The refund policy for VaYU students who have completed 60 percent or less of the period of attendance shall be a pro rata refund. Students who have completed greater than 60 percent of the contracted period of enrollment as indicated on the student application, shall receive no refund of tuition or of institutional charges incurred. Prepaid institutional charges, such as homestay or airport pickup/returns, that have not been incurred by the institution at the time of termination shall be refunded in full.

VaYU offers instruction via an online learning approach, and it is not offered in real time. The student shall have the right to cancel the enrollment agreement and receive a full refund before the first lesson and materials are received by the student. Cancellation is effective on the date written notice of cancellation is sent. VaYU shall make the refund pursuant to section 71750 of the Regulations.

California BPPE requirements for refund policies and calculations as stated in this addendum will be followed. It should be noted, however, that both refund policies shall be applied in the calculation of a student refund and that the refund calculation that results in the greatest refund for the student shall be applied. **All refunds will be made within 45 days of a student’s cancellation or withdrawal.** Contact the VaYU Administration Office, 15311 Pioneer Blvd. Norwalk, CA 90650, Phone: +1 (747) 228-2987

VaYU is a private institution that is provisionally approved to operate by the California Bureau for Private Postsecondary Education (BPPE). Any question a student may have regarding the school



brochure/catalog that have not been satisfactorily answered by the institution may be directed to the BPPE at the following addresses:

Mailing Address: Bureau for Private Postsecondary Education, 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834, P.O. Box 980818, West Sacramento, CA 95798- 0818, Phone: (916) 574-8900 Toll Free: (888) 370-7589

Website: www.bppe.ca.gov **E-mail:** bppe@dca.ca.gov

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 or by completing a complaint form, which can be obtained on the bureau's Internet Website: www.bppe.ca.gov.

The prospective student, is encouraged to review the VaYU catalog/brochure prior to signing an enrollment/application agreement. These documents contain important policies and performance data for this institution. This institution is required to have the student sign and date the information relating to completion rates, placement rates, license examination passage rates, salaries or wages, and the most recent three-year cohort default rate, included in the School Performance Fact Sheet prior to signing this agreement.

Completion of a program is defined as having completed the highest level of the enrolled program with an overall GPA of 3.0 or greater for the MS (Yoga) program or an overall GPA of 3.5 or greater for the Ph.D. (Yoga) program, together with a minimum attendance of 80% for courses with a practicum and/or practical component. Under these conditions, a completion certificate or a degree, whichever is applicable to the specific program, is awarded upon graduation. A certificate of attendance, listing the period of enrollment, is awarded if a student does not complete the highest level of a certificate of completion program or a degree, but meets all other satisfactory academic progress requirements.

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.

VaYU does not offer any financial aid to any student. The faculty at VaYU all meet the minimum educational requirements set forth by the California BPPE.

2. 'WITHDRAW' FROM A COURSE

A student wishing to cancel or withdraw from a course after having registered for it, should send their notice of withdrawal in writing, along with the duly filled "*Course and Program Withdrawal Form*" listed on [VaYU Policy Page](#), to the 'Office of the Registrar' (registrar@vayuusa.org). The following rules apply for withdraw of a course.

- i. Before or during the Add/Drop period
 - The course will not appear on the student's Transcript and a full refund is issued within 45 days after the drop was initiated.
- ii. After the Add/Drop period and before the 'Withdraw' deadline:
 - The student Transcript will say a 'W' but the course will not be counted for the CGPA.
 - The tuition refund is prorated by the number of days that the student attended up to 60 days.

- For example, if the student withdraws 23 days after the first day of classes, the student will be refunded $[1-(23/60)]$ times the cost of the course tuition.
 - If the student withdraws 61 days after the first day of classes, the student will not get any tuition refund.
- iii. After the deadline for Class Withdrawal
 - The student will receive a grade based on the submitted Assignment material till that day. Usually, this may be an 'F Grade' that will get the student zero points bringing down the CGPA significantly as most times the Final Exams will have significant weightage.