



Letter of Commitment

To: California Trinity School of Business New Students
From: Chief Operating Officer
Re: New Students

Dear New Student:

Effective immediately, all students who have been accepted or are within 6 months (2 quarters) of attendance at California Trinity School of Business, must promise to stay for the minimum period of attendance, which is, 2 Quarter Units.

Any requests for files or refund of fees, will not be given or processed. You must begin and complete a minimum of 2 quarters of study at CTSB before making a request. Any requests for transfer before the 6 month (2 full Quarters) will Not be accepted.

By my signature below, I promise that I will not request for withdrawal, or transfer-out, before 2 full quarters have been completed at California Trinity School of Business. I am aware that any fees or tuitions paid, may not be refunded.

Any requests for cases of emergency or extenuating circumstances, will be reviewed by the Chief Operating Officer, on a case by case basis. Partial or prorated refunds may be approved.

I have read, understood, and acknowledge that I have understood the policy of CTSB, with regard to Refunds, or Change of Student Status, or Transfers for New Students who have not completed the minimum 6 months (2 semester) requirement for continued attendance of good standing.

Student Name - Print

Signature

Date