



# PROSPECTUS

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Any and all information in this publication is subject to change without notice. This information  
May include but not limited to available courses, tuition rates, and University policy.



*Committed to Excellence in Global Education*

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## MESSAGE FROM THE DEAN

**Dear Prospective Student:**

**As we begin the twenty-first century, education is undergoing great changes, merging with the information superhighway. Innovations in technology and communications have enabled the educational sector to expand its realm in providing education to a wider range of students in extensive geographic areas.**

**American Global University is dedicated to utilizing the latest technologies in its efforts to bring the best possible education to students all over the world. We seek to challenge our students, and, in doing so, provide them with the services and opportunities necessary to enable them to successfully complete their respective degree programs.**

**American Global University provides students with a forum to help them demonstrate and apply their research skills and cognitive abilities at every level of the curriculum. As a result, students will gain the theoretical knowledge and real-world application of the skills demanded by today's dynamic global society.**

**The objective of American Global University is to strengthen the educational foundation and stimulate the professional careers of individuals who are eager to grasp the opportunities of tomorrow's job market.**

**I would like personally to invite you to invest in your academic future and professional success by exploring the opportunities available at American Global University. With a proctored comprehensive exam and/or portfolio, for prior educational and work experience, you will already be a step ahead in achieving your goals.**

**Best Wishes,  
Dr. Glenn Balch Jr., Ph.D., Dean of the University  
American Global University**

# INTRODUCTION

American Global University is a private institution of higher learning, founded in June of 1996, offering courses of instruction leading to associate's, bachelor's, master's, and doctoral degrees, as well as undergraduate and post-doctoral certificates. All of the degree programs offered by the University have been reviewed, evaluated, and approved by highly qualified scholars who are faculty members at prestigious institutions throughout the world.

American Global University offers its programs globally, utilizing contemporary communication technologies, in order to provide students with the opportunity to study anywhere, any time, and at their own pace.

**NOTE: Although American Global University is a distance learning institution, its college of Oriental Medicine Research Advancement degree and certificate programs and its study centers and campuses in foreign countries are required to deliver their classes to students through traditional means, such as classroom settings and, where required, internships.**

## MISSION STATEMENT

The **MISSION** of **American Global University** is to utilize any form of communication available to empower individuals to achieve their educational, professional and personal goals by emphasizing the importance of continual learning, providing a network of guidance and support, and enhancing the learning process for each student through personalization of instruction, while maintaining the highest educational standards.

## PHILOSOPHY

It is the goal of American Global University to provide meaningful, quality education, and professional training compatible with the needs of mature adults, meaning individuals having completed a minimum of a year of college or a year of work experience beyond high school.

The University believes that students and educators are to be held equally accountable for the quality of their interaction, and the responsibility for learning must be shared by all individuals involved in the educational circle. The University fills the need for innovative programs that reduce barriers and limitations, while still maintaining high standards for the quality of education provided. Toward this end, we have created programs that meet the needs of a dynamic society without unnecessarily limiting the educational delivery system.

Our challenge is to assist our students in developing a program around their personal interests and goals, thereby creating a synthesis of thinking and learning. Our faculty will provide guided inquiries into areas of knowledge, beliefs, and value systems. With the proper organizational guidelines and administrative support, students will acquire and demonstrate a greater breadth and depth of knowledge, critical thinking, and clear self-expression, as well as gain the research skills necessary to maintain a high level of competence in the students' areas of expertise. It is our responsibility to aid in the development of responsible citizens by maintaining an up-to-date and relevant curriculum in order to achieve the knowledge base and skills required in an ever-changing society. This includes the ability to develop concern for moral perception, self-actualization, and academic discipline.

## GENERAL EDUCATION

At American Global University it is understood that a sound general education covering the basic fundamentals of language, science, mathematics, social sciences and art is the essential substructure that will support all higher education and learning. A strong general education will not only provide the student with the prerequisites to advance to a higher education but will also be an orientation to becoming scientific-minded. Only this development of a scientific and open mind can prepare students to understand and fully absorb the subjects studied in their chosen specialties at the graduate level.

This philosophy is based on the concept of providing students with a vehicle that will take them in any educational direction they choose to travel.

A solid general education is truly the foundation for all future learning. Without this general knowledge and understanding, the student would be ill prepared for advanced learning. Indeed, without general education, postsecondary education cannot be successful.

## **GOALS AND PURPOSES**

American Global University was developed as an alternative to traditional institutions of higher learning for those persons who are unable to experience a classroom college-level education for various reasons. From its inception, the University has been committed to the belief that each person is a unique and diverse individual, and that society will benefit to the extent that each individual is able to contribute to the societal pool of talent.

The goals and purposes of American Global University are as follows:

1. To provide educational programs leading to academic degrees or certificates to those individuals who cannot attend traditional institutions and have shown the discipline to learn on an individual basis.
2. To allow enthusiastic members of the workforce to continue their education without adversely affecting their careers by overburdening their individual schedules.
3. To keep students informed by exposing them to the most recent and authoritative materials, theories, and techniques in their areas of study.
4. To develop in students the maximum levels of career performance and competence, including knowledge required by current and future trends in their specific areas of interest and employment.
5. To provide students with the research skills necessary to succeed in today's rapidly changing and diverse global society.

The process involved in Independent Directed Study is viewed as a process of encouraging the student toward self-discipline, self-appraisal, self-revelation, and self-sufficiency, all of which are traits that are highly prized in today's market place.

## **COMMITMENT TO DIVERSITY**

American Global University does not and will not discriminate against any individual or group due to race, gender, age, religion, ethnic background, disability, or national origin. On the contrary, it is our belief that diversity enhances the quality of our education and lives. American Global University is committed to educating the most diverse student pool possible.

## **THE ACADEMIC PROCESS**

### **WHAT IS INDEPENDENT DIRECTED STUDY?**

While seminars and lectures are part of its Alternative Medicine Research Advancement Programs, American Global University's remaining Colleges fall under American Global University's Independent Directed Study Program. This program is designed to give each student an opportunity to excel at whatever rate his or her individual drive, desire, and performance will allow, while balancing his or her educational experience by giving the student the guidance he or she will need to attain a true understanding of the subject matter being studied.

Although American Global University is a non-traditional institute of higher education, it maintains the highest standards of academic excellence. The purpose of its existence as a university is to allow the student to earn a degree on a much more flexible basis than traditional colleges and universities, while still offering an outstanding quality education.

The independence that American Global University's students are given also brings with it a great deal of responsibility. As a student, much of the studying and learning is done independently, not in a classroom, lecture, or study hall. The responsibility for each student's education is shared between the student and the University. Credits are earned by the student's demonstration of knowledge, not by how many hours he or she has logged in a classroom. Students start when they are ready, continue at their own individual pace, and finish at their convenience - neither being pushed, nor held back by other students, nor conventional semester or quarter time frames.

A main text as well as a list of references for each course is indicated in the course's syllabus. Students may find these materials in their local libraries, local bookstores, on-line bookstores, or textbook publisher(s). Student and instructor communication may be via Internet or correspondence. If a student is decisive and motivated, he or she will have no trouble achieving his or her educational goals quickly. As long as the student maintains the quality of his or her education, the time frame for completion of the program is up to him or her.

Along with the independence that American Global University's students are given, a great deal of guidance and support is also given. Students are not arbitrarily assigned a course of study and then left alone to attempt to complete it. Students are given as much direction, guidance, and assistance from their professors that they and their unique programs require.

## **HOW DOES IT WORK?**

Every course to be completed by Independent Directed Study will include a research outline and a list of resource materials, which are provided to the student by the University. The research outline will identify each concept or idea considered significant to that particular course. Additionally, in the research outline, the student will find performance-based objectives that are each identified by a question or questions. Students are granted credit when they have correctly, thoroughly, and satisfactorily completed all of the performance-based questions. Using the research outline and resource materials, the student will complete the research and master the objectives of the course.

## **WHO CAN BENEFIT THE MOST?**

By offering a wide variety of off-campus courses, American Global University accommodates self-directed students with the means to satisfy various kinds of educational needs that exist at different academic levels.

The students who benefit from such a program may fall into one or more of the following groups:

- Individuals who wish to continue full-time employment while earning their degree(s).
- Individuals who have interrupted their college education and find it difficult to return to a traditional campus to complete their degree requirements.
- Military personnel who are stationed in remote areas.
- Military personnel who are not stationed in one location long enough to attend and complete traditional courses.
- Individuals already established in careers who do not necessarily require additional academic credentials, but need to augment their knowledge to become more effective and valuable.
- Individuals who need academic credentials to earn promotions or increases in income.
- Professionals whose license renewal depends on specified extended courses of education.

## **LIFE EXPERIENCE / WORK RELATED EXPERIENCE**

AGU recognizes that many non-traditional (adult learners) students have acquired college/university level learning through professional work experience, training received in the performance of a job, or a community service. As a result, AGU students have the opportunity to earn credit for what they already know. Credit may be earned in all undergraduate and graduate degree programs either by taking a related proctored comprehensive examination for each course or by developing a portfolio for each course for which the student is seeking prior learning credit in lieu of regular coursework. A portfolio is a detailed, written, self-assessment of what the student has learned through his or her experiences.

**Proctored comprehensive examinations:** A student may elect to take proctored comprehensive examinations in lieu of regular coursework for a maximum of 30 credit hours of lower-division general education (except for English requirements) toward the associate's or bachelor's degree, 30 upper-division credit hours toward the bachelor's degree, 12 credit hours toward the master's degree, and 15 credit hours toward the doctoral degree (not applicable to Oriental Medicine Research Advancement). Each proctored comprehensive examination will be administered by an assigned professor in the student's local geographic area.

**Portfolios:** Based upon past-related experiences, portfolios may be submitted in lieu of regular coursework for a maximum of 30 upper-division credit hours toward the bachelor's degree, 12 credit hours toward the master's degree, and 15 credit hours toward the doctoral degree (not applicable to Oriental Medicine Research Advancement or mathematics). No work-related credit through portfolios will be granted toward the 60-credit hours of lower-division general education required for the associate's or bachelor's degree. A student must be able to verify through accompanying documentation that he or she has learned through experience that which is equivalent to regular coursework. A qualified administrative staff person or faculty member knowledgeable in the field will evaluate the portfolio. A critical component of how successful and applicable is in receiving prior learning credit for a course is dependent upon the thoroughness with which portfolio has been compiled, assembled, and organized. It is also imperative that the student relate his or her experience to the learning experiences identified in the course syllabus.

**NOTE:** For all courses, the corresponding tuition must accompany proctored comprehensive examinations, portfolios, or if elected instead, regular coursework.

## **LENGTH OF THE DEGREE**

The time involved in achieving the student's degree goal will vary from individual to individual. The time frame will depend upon the transfer credits the student brings into the program, allowable credits for life experience, the number of courses assigned to the student, and the effort the student puts into the program. To maintain active status, students are required to complete a minimum of four (4) courses per year at the undergraduate level and three (3) courses per year at the graduate level.

Students who are unable to maintain the minimum number of courses required per year may be allowed to have this requirement waived for a specific period upon petition to and approval from the dean.

## **TRANSFER CREDIT**

Up to a maximum of thirty (30) credit hours will be accepted for transfer to an associate's degree, ninety (90) credit hours to a bachelor's degree, fifteen (15) credit hours to a master's degree, and twelve (12) credit hours to a doctoral degree.

Exceptions: MFCC are 24 credits.

These transfer credits shall be accepted at all degree levels from the following:

1. Accredited and acceptable\* traditional or non-traditional colleges and universities from all over the world; and
2. Applicable military training.

Additional transfer credits shall be accepted at the undergraduate level from:

1. CLEP (College Level Examination Program) and Dantes Exams;
2. USAFI (United States Armed Forces Institute) and other military training as deemed applicable

*\*Acceptable colleges/universities should be licensed/approved by the corresponding government or state.*

*\*Foreign student transcripts need to be evaluated by American recognized, credential evaluation agency and the results submitted directly to AGU. (One such agency is the American Association of Collegiate Registrars and Admission Officers) <http://aacrao.com>*

**NOTE: No undergraduate credits from any institution may be transferred to AGU for graduate credits.**

## **LICENSES AND CREDENTIALS**

All degree programs to be offered by AGU are not designed to prepare students to obtain a state license (rather these programs are for those individuals who have already obtained a license and who desire to advance themselves professionally through additional formal education.)

## **INTERNATIONAL STUDENTS**

American Global University is attempting to obtain its student Visa/I-20 authorization, but it does not currently participate in any student Visa/I-20 programs.

For students whose primary written and spoken language is not English, a minimum score of five hundred (500) written or one hundred seventy-five (175) computer-based on the test of English as a foreign language (TOEFL) is required, administered within two (2) years of admission or prior to receipt of a degree or certificate from AGU, whichever first occurs. This shall not apply to any student attending class in an on-site classroom in a foreign country under a bona fide franchise agreement between a licensee and an educational institution in that country if the student has completed, with a grade equivalent to C or better, a minimum of six (6) semester credit hours or ninety (90) classroom contact hours of postsecondary educational instruction, taught by appropriately credentialed instructors, in the study of the English language. The requirement for an exception to the above shall be demonstrated by appropriately translated and evaluated academic transcripts or the requirement may be satisfied through instruction received concurrently with the student's course of study.

## **APPLICATION DEADLINE**

With the exception of the College of Alternative Medicine Research Advancement, the nature of the institution allows for open enrollment year-round.

## **MINIMUM MATRICULATION REQUIREMENTS**

Associate Degree: 30 credits

Bachelors Degree: 36 credits

Masters Degree: 21 Credits

Doctoral Degree: 30 Credits

Exceptions: MFCC programs: 42 credits

Clinical Psychology: 42 credits

Certificate in Drug and Alcohol Abuse Counseling: 30 credits

Addiction Counselor Training Program (ACTP): 30 credits

# **THE ADMISSIONS PROCESS**

**1. APPLICATION:** The application for admission must be complete, signed and accurate. The American Global University admissions philosophy is that the thorough evaluation of an applicant's lifelong learning experience is essential. Therefore, it is important to submit an autobiographical outline containing any and all information that may be of value in this crucial evaluation, including military service, extensive exposure to various cultures, professional training, workshops, seminars, work history, etc. Supporting documentation is required in the evaluation of the application. **If it is not available at the time the application is submitted, the evaluation will be made based on the information already received.** All supporting documentation must be submitted prior to registration for courses.

**2. TRANSCRIPTS:** Applications will be reviewed based on the information given, even if transcripts are not available at that time. However, *official* transcripts of previous credit earned must be submitted prior to registration for courses. An official transcript is defined as an original transcript from the institution that is stamped or marked as an official copy and sealed in an envelope that is also marked as official. Students should have the transcript sent directly from the institution to AGU. Please note that if the envelope's seal is broken or has been tampered with, AGU cannot accept the transcript as being official. (*Note: Foreign Students transcripts are to be evaluated by a U.S. federally recognized education evaluation institution*).

**3. EVALUATION PROCEDURE:** Applicant evaluations will be conducted by the Admissions Committee, consisting of the admissions director, dean of the applicable college, and the Vice President for Academic Affairs. The application materials will be evaluated, and a determination will be made regarding the amount of past academic credits that are transferable, as well as the number of experiential credits, if any, that will be awarded. Another aspect the committee will consider is the applicant's ability to work in a non-traditional program. From these evaluations, the Individualized Academic Program (IAP) will be designed. This IAP will demonstrate how each applicant may achieve his or her degree goal in the most direct way and with the least tuition cost. Upon receipt of the IAP, the applicant will know exactly what must be accomplished in order to earn the degree. At that point, the applicant can make the decision of when to begin his or her program.

*\* Applicants provide applications, Transcripts, and other supporting documents, because American Global University's property may not be returned.*

## **UNDERGRADUATE ADMISSION**

### **ASSOCIATE'S DEGREE**

The minimum requirement for admission to the Associate's Degree Program is a high school diploma or equivalent, such as the GED high school diploma comprehensive examination.

### **BACHELOR'S DEGREE**

The minimum requirement for admission to the Bachelor's Degree Program is a high school diploma or equivalent, such as the GED high school diploma comprehensive examination.

## **GRADUATE ADMISSION**

### **MASTER'S DEGREE**

An individual is eligible for admission to the Master's Degree Program by meeting the following criteria:

1. Possession of an applicable bachelor's degree or equivalent from an accredited or acceptable institution. "Equivalent" herein signifies the completion of thirty-six (36) credit hours at the graduate level, with the condition that seventy-five percent (75%) of the previously completed courses match or are similar to AGU's course requirements for the corresponding degree program.
2. The attainment of a "C" grade average or better in the student's Bachelor's Degree Program.
3. The attainment of a "B" grade average or better in the student's Master's Degree Program.
4. If the student's bachelor's degree is unrelated to the master's degree sought, some prerequisites may be required.

### **DOCTORAL DEGREE (Ph.D.)**

An individual is eligible for admission to the Doctoral Degree Program by meeting the following criteria:

1. Possession of an applicable master's degree or equivalent from an accredited or acceptable institution. "Equivalent" herein signifies the completion seventy-five percent (75%) of the previously completed graduate level courses match or are similar to AGU's course requirements for the corresponding degree program.
2. The attainment of a "B" grade average or better in the student's Doctoral Degree Program.
3. If the student's master's degree is unrelated to the doctoral degree sought, some prerequisites may be required

# DEGREES OFFERED

## College of Alternative Medicine

### Research Advancement\*

Master of Science in Oriental Medicine Research Advancement (M.S.)  
Doctor of Philosophy in Oriental Medicine Concentration: Homeopathy (M.S. and Ph.D.)  
Research Advancement (Ph.D.)  
M.D.'s Acupuncture Diploma (M.A.D.)  
Continuing Education

*\*At the present time the Oriental Medicine Research Advancement Program is being offered through the College of Alternative Medicine Research Advancement.*

## College of Behavioral Sciences

### Department of Human Behavior

Bachelor of Arts in Human Behavior (B.A.)  
Master of Arts in Human Behavior (M.A.)  
Doctor of Philosophy in Human Behavior (Ph.D.)

Concentrations: Child Development, Sociology and Political Science

### Department of Psychology

Bachelor of Arts in Psychology (B.A.)  
Master of Arts in Psychology (M.A.)  
Master of Arts in Marriage, Family, and Child Counseling (MFCC) (M.A.)\*  
Doctor of Philosophy in Applied Behavioral Analysis  
Doctor of Philosophy in Child and Family Counseling (PhD.)\*  
Doctor of Philosophy in Counseling Psychology (Ph.D.)\*  
Doctor of Philosophy in Clinical Psychology (Ph.D.)\*  
Doctor of Philosophy in Forensic Psychology (Ph.D.)\*  
Doctor of Philosophy in Industrial Behavior Psychology (PhD)\*  
Certificate in Drug and Alcohol Abuse Counseling\*  
Addiction Counselor Training Program (ACTP)  
Online Minicourses:

Sexual disorders  
Criminal Issues in Forensic Psychology  
Detecting and Treating Serial Partner Attraction Syndrome (SPAS)  
Eliminating Violent, Aggressive Temper Tantrums at Home/School  
Teaching Sensitivity to Insensitive High-Risk Adolescents and Adults  
Survival Parenting Skills  
Detecting and Treating Affection Neglect Syndrome  
Detecting and Treating Adult Children of Alcoholics and Abuse  
Detecting and Treating Avoidance Syndrome  
Beyond Sobriety: Alcohol-Free Behaviors  
Teen Violence Reduction Program for Schools and Corrections

*\*Clinical Practicum required*

*Concentrations: Child Psychology, Human Behavior, School Psychology, Political Sociology and Political Science.*

## College of Business Administration

Bachelor of Arts in Business Administration (B.A.)  
Bachelor of Arts in Health Care Management (B.A.)\*  
Bachelor of Arts in Hotel Management (B.A.)\*  
Bachelor of Arts in Tourism (B.A.)\*  
Master of Arts in Business Administration (M.B.A.)  
Doctor of Business Administration (D.B.A.)\*  
Doctor of Philosophy in Business Administration (Ph.D.)

*Concentrations in Business may be offered upon student's inquiry and at the discretion of the institution. ‡*

*\*Business Concentration*

*\*\*Fast Track Degree Program (FTDP); see FTDP policy*

## College of Education

Associate of Liberal Arts (A.A.)  
Bachelor of Arts in Education (B.A.)  
Master of Arts in Education (M.A.)  
Doctor of Philosophy in Education (Ph.D.)

*Concentrations: Child Development (B.A.), Culture and Literature Distant Education (M.A., Ph.D.), Administration (M.A., Ph.D.)*

## College of Information Technology

Bachelor of Science in Information Technology (B.S.)  
Master of Science in Information Technology (M.S.)

## College of Iranian Studies and Persian Literature

Bachelor of Arts in Iranian Studies (B.A.)  
Master of Arts in Iranian Studies (M.A.)  
Doctor of Philosophy in Iranian Studies (Ph.D.)  
Bachelor of Arts in Persian Literature (B.A.)  
Master of Arts in Persian Literature (M.A.)  
Doctor of Philosophy in Persian Literature (Ph.D.)

Note: Course in Iranian Studies and Persian Literature are taught in Persian (Farsi language) only

## College of Mathematical Sciences

Bachelor of Arts in Mathematics (B.A.)  
Bachelor of Arts in Mathematics Education (B.A.)  
Bachelor of Science in Mathematics (B.S.)  
Bachelor of Science in Applied Mathematics (B.S.)  
Bachelor of Science in Operations Research (B.S.)  
Master of Arts in Mathematics (M.A.)  
Master of Arts in Mathematics Education (M.A.)  
Master of Science in Mathematics (M.S.)  
Master of Science in Applied Mathematics (M.S.)  
Master of Science in Operations Research (M.S.)  
Doctor of Philosophy in Mathematics (Ph.D.)  
Doctor of Philosophy in Applied Mathematics (Ph.D.)  
Doctor of Philosophy in Operations Research (Ph.D.)

## College of Political Science and Public Administration

Bachelor of Arts in Political Science (B.A.)  
Bachelor of Arts in Public Administration (B.A.)

Master of Arts in Political Science (M.A.)  
 Master of Arts in Public Administration (M.A.)  
 Doctor of Political Science (D.P.S.)\*  
 Doctor of Philosophy in Political Science (Ph.D.)  
 Doctor of Public Administration (D.P.A.)\*  
 Doctor of Philosophy in Public Administration (Ph.D.)

*Political Science Concentrations: American Government and Politics, Public Policy and Administration, Comparative Government and Politics, International Relations and Foreign Policy, Political Theory*  
*Public Administration Concentrations: Management, Public Policy, and Finance*

\*Fast Track Degree Program (FTDP); see FTDP policy

### Certificate of Specialization

A certificate of specialization can be earned in all disciplines and concentrations offered.

### Post-Doctoral Certificate

A Post-Doctoral Certificate can be earned in all disciplines and concentrations offered.

NOTE: To obtain a concentration in any of the degree programs for purposes of adding it to the student's diploma, 15 credit hours of concentration courses must be taken for Bachelor's degree programs, and 12 credit hours for Master's and Doctoral degree programs. Additionally, for individuals pursuing the Master's and Doctoral degrees, the thesis and dissertation, respectively, must be written to focus on the concentration area.

‡ Concentrations on other related areas, verified through proper authority to be within the scope of the program, could be designed to accommodate student needs

## FINANCIAL REQUIREMENTS

### FEE SCHEDULE

Application Fee (mailed)	\$150.00
Application Fee (wire transfer)	\$180.00

(Non-refundable, should the student cancel his or her enrollment in a degree program after 5 days of being notified by AGU acceptance.)

### BASE TUITION PER DEGREE PROGRAM

Associate's Degree (A.A., A.S.):	\$350.00 / Semester Unit
Bachelor's Degree (B.A., B.S.):	\$350.00 / Semester Unit
Master's Degree (M.A., M.S.):	\$450.00 / Semester Unit
Doctorate:	\$550.00 / Semester Unit
Post Doctoral Certificate:	\$25,000.00 (entire program)
Certificate in Addiction Counselor Training:	\$250.00 / Semester Unit
Certificate in Drug and Alcohol Abuse Counseling:	\$250.00 / Semester Unit

### PLEASE NOTE THE FOLLOWING:

1. Any and all information in this publication is subject to change without notice. This information may include, but is not limited

## OTHER FEES

Catalog Fee (U.S. and Canada):	\$20.00
Catalog Fee (all other countries):	\$25.00
Thesis Review Fee:	\$3,500.00
Dissertation Review Fee:	\$5,500.00
Graduation Fee:	\$500.00
Degree Program Change:	\$100.00
Returned Check Charge (any reason):	\$25.00
Transcripts Fee:	\$25.00

### Notes:

- Additional charges may apply to programs that require resident training.
- International students (including those from Mexico, Puerto Rico, and Canada) must be sure that all payment made to the University are in U.S. funds by way of a cashier's check, money order, wire transfer, or credit card (Visa/MasterCard).

## TUITION REFUND POLICY

The student has the right to cancel the Course Registration Form, withdraw, and obtain a refund by submitting a written request for withdrawal from the University to AGU's Admissions Director.

If the student wishes to continue after withdrawing from AGU, the application process must be repeated, including payment of the application fee. Student acceptance will be under the conditions of the then current tuition rates, fees, rules, and regulations.

## AMERICAN GLOBAL UNIVERSITY'S REFUND POLICY IS AS FOLLOWS:

1-3 days	100%
4-7 days	90%*
8-15 days	75%*
16-30 days	55%*
31 days or more	No Refund

\*A \$50 administrative fee will be taken from this amount.

### NOTES:

1. The number of days represented above pertains to the number of days following the student's signing of a Course Registration Form. Additionally, AGU is entitled up to no more than \$300.00 from first-time students who withdraw within the first week of signing a Course Registration Form. The withdrawal date is the post-marked date on the request and post office canceled stamp on the envelope.
2. Any refund due to a student will be refunded within 30 calendar days.

to, available courses, tuition rates, and University policy.

2. American Global University is not accredited by any accreditation agency.