

## **D.Min. Student Enrollment Agreement (註冊合同/註冊表)**

2025 Fall Semester (September 1, 2025 – November 20, 2025)

**Student Name** (正式英文名) \_\_\_\_\_ **(中文名)** \_\_\_\_\_ **Student ID #** 學號 \_\_\_\_\_ **Program:** \_\_\_\_\_

**Tel :** \_\_\_\_\_ **E-mail address:** \_\_\_\_\_

**In case of emergency, contact 緊急聯絡人:**

**Name:** \_\_\_\_\_ **Relationship with the Student:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

<b>COURSE #</b> 課程代號	<b>COURSES ENROLLED</b> 課名 (必須寫清楚, 實體課 或 線上課-S)	<b>UNITS</b> 學分	<b>CLASS</b> Room #

Total Units Enrolled: \_\_\_\_\_ (總學分)

**Nonrefundable Charges:**

Application Fee: \_\_\_\_\_  
 Challenge by Test Fee: \_\_\_\_\_  
 Deferred Payment Plan Fee: \_\_\_\_\_  
 Late Payment Fee: (\$25 & up) \_\_\_\_\_  
 Thesis/Dissertation Extension Fee : \_\_\_\_\_  
 Program Extension Fee : \_\_\_\_\_  
 Petition for Term Paper Extension: \_\_\_\_\_  
 Continuation/ Semester: \_\_\_\_\_  
 Course Material Fee : \_\_\_\_\_  
 Others : \_\_\_\_\_

**Nonrefundable Charges:**

Late Registration Fee: \_\_\_\_\_  
 Add/Drop Fee: \_\_\_\_\_  
 Administration Fee **\$50 / \$100**

**Refundable Charges : (see Refund Schedule)**

**Tuition :** \_\_\_\_\_  
 Credit : \_\_\_\_\_  
 Others : \_\_\_\_\_  
**TOTAL CHARGES :** \_\_\_\_\_  
**TOTAL RECEIVED :** \_\_\_\_\_

**I hereby certify that Logos Evangelical Seminary has met all disclosure requirements required by section 94911 of California State Education Code.**

Jane Peng      9/1/2025  
Academic Dean      Date

I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution cancellation and refund policies have been clearly explained to me. 學生需明白各款項和準時付清個人Populi帳上餘額 (逾期有罰款)

填好註冊合同(表格), 簽名前先看過 page 2 明白後學生才簽名, 然後電郵此表 email to [registration@les.edu](mailto:registration@les.edu)

**Signature of Student (學生簽名)** \_\_\_\_\_ **Date** \_\_\_\_\_

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2025 Fall Semester (September 1, 2025 – November 20, 2025)

### **STUDENT RIGHT TO CANCEL**

The student has the right to cancel the enrollment agreement or withdraw from the program and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. If the student has received federal student financial aid fund, the student is entitled to refund of moneys not paid from federal student financial aid program funds. Tuition refund will be according to the refund schedule. Students have the option of putting the refund on account toward the tuition fees for the next semester. If a student withdraws totally from the program, the student will receive a refund within thirty days from the date of withdrawal. Students may do this by providing a written notice to:

Office of Academic Affair, Logos Evangelical Seminary  
9358 Telstar Avenue, El Monte, CA 91731, USA

### **Tuition and fee (學費和各項費用)** 學生需明白各款項和準時付清個人Populi帳上餘額(逾期罰款 \$25 & up)

All fees are in U.S. dollars. L.E.S. reserves the right to change rates. All fees must be paid at the time of registration.

#### **學費/學分 Refundable Charges(Tuition)**

Master Degree (per unit)	\$364
Audit, Master Degree (per unit)	\$109
Th.M. Degree (per unit)	\$442
Doctor of Ministry (per unit)	\$442
Audit, ThM /Doctor of Ministry (per unit)	\$133
Ph.D. Degree (per unit)	\$732
Audit, Ph.D. Degree (per unit)	\$219
Independent(Guided) Study :	
Master Degree (per unit)	\$546
Doctor of Ministry (per unit)	\$663

#### **退課退費 % Refunds For Master/Ph.D. Courses**

Friday of the first week	100%
Friday of the third week	80%
Friday of the fifth week	60%
Friday of the seven week	40%
After the seven week	0%

#### **Refunds for Master Intensive Courses**

The 1 <sup>st</sup> day of class	100%
The 2 <sup>nd</sup> day of class	80%
The 3 <sup>rd</sup> day of class	60%
After the 3 <sup>rd</sup> day of class	0%

#### **遲註冊/加退課費 Nonrefundable Charges :per course**

Late Registratoin/Add/Drop fee for Master/Ph.D.每課	\$30
<b>Late Registration/Add fee for D.Min. :</b>	
April 1-April 14     July 1-July14     Nov 1-Nov 14	\$50
April 15-April 30     July 15-Aug 9     Nov 15-Dec 9	\$100
May 1 to 3 weeks before the class (夏季學期)	\$200
Aug 10 to 3 weeks before the class (秋季學期)	\$200
Dec 10 to 3 weeks before the class (冬季學期)	\$200

#### **博士班退課退費 Refunds For D.Min. Courses**

Summer Semester	Fall Semester	Winter Semester	%
Before 4/15	Before 7/15	Before 11/15	100%
Before 5/1	Before 8/1	Before 12/1	75%
The 1 <sup>st</sup> day of class	The 1 <sup>st</sup> day of class	The 1 <sup>st</sup> day of class	25%
The 2 <sup>nd</sup> day of class	The 2 <sup>nd</sup> day of class	The 2 <sup>nd</sup> day of class	0%

Please check Catalog/Program Handbooks for all fees.

#### **Nonrefundable Charges:**

Administration fee per semester :	每學期行政費	\$50/\$100
Transcript (per copy)	成績單	\$10
Change program fee	轉換科系	\$50
Program extension fee (per year)	科系年限延長	\$120
Continuation fee (ThM/ PhD)		\$200/\$300
Petition for Term Paper Extension (per course) 作業延期		\$100
Challenge by Test (per course)		\$100
Admission Fee: Master Degree \$75; ThM/DMin/PhD \$100		

#### **Nonrefundable Charges:**

Late payment fee	\$25 & up
Deferred payment plan fee:	\$50
Photocopy of document	\$30
Letter of Certification	\$10
Dissertation/ Thesis extension fee (per year)	\$397
Dissertation/ Thesis advisory fee:	\$1000
Graduation fee:	\$250

**Deferred Payment:** Upon the approval of the Business Office, a student may opt for a deferred payment plan and will be charged a Deferred Tuition Payment Fee. The schedule for payment is one third of all charges upon Registration, one third on or before Friday of the fourth week, and one third on or before Friday of the eighth week. Late Payment Regulation will apply to the unpaid balances. (This plan does not apply to intensive courses.)

#### **NOTICE**

ANY HOLDER OF THIS CONTRACT IS SUBJECT TO ALL CLAIMS AND DEFENSE WHICH THE DEBTOR COULD ASSET AGAINST THE SELLER OF SERVICES OBTAINED PURSUANT HERETO OR WITH THE PROCEEDS HEREOF. RECOVERY HEREUNDER BY THE DEBTOR SHALL NOT EXCEED AMOUNTS PAID BY THE DEBTOR HEREUNDER.

I hereby certify that Logos Evangelical Seminary has met all disclosure requirements required by section 94911 of California State Education Code.

Jane Peng     9/1/2025  
Academic Dean     Date

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