



APPLICATION

Portfolio Center

design and art direction media architecture writing advertising art direction photography illustration

125 Bennett Street, Atlanta Georgia, 30309

call 404.351.5055 or 800.255.3169

fax 404.355.8838

www.portfoliocenter.com

- 1. Submit this application form with 12 non-refundable samples of creative work for review...
2. After your work has been reviewed by the appropriate Department Chairperson, you will be contacted by your Admissions Representative regarding your acceptance status.
3. If you are accepted to the program, a registration fee of \$250.00 will be due by the Registration Deadline...

OFFICE USE ONLY
student status
new resume international va

(please type or print)

NAME: HOME PHONE:

ADDRESS: WORK PHONE:

EMAIL:

EMERGENCY CONTACT: THEIR ADDRESS & PHONE:

AGE: DATE OF BIRTH: SS #:

HIGH SCHOOL FROM WHICH YOU GRADUATED: DATE OF GRADUATION:

ARE YOU A U.S. CITIZEN? IF NOT, DO YOU HAVE A GREEN CARD? ALIEN REGISTRATION #:

SCHOOLS ATTENDED BEYOND HIGH SCHOOL LEVEL AND DATES ATTENDED:

NAME OF COLLEGE/SCHOOL:

DATES ATTENDED: DEGREE: WHAT IN?:

NAME OF COLLEGE/SCHOOL:

DATES ATTENDED: DEGREE: WHAT IN?:

NAME OF COLLEGE/SCHOOL:

DATES ATTENDED: DEGREE: WHAT IN?:

DO YOU CONSIDER YOUR HEALTH TO BE: EXCELLENT GOOD FAIR POOR

PLEASE EXPLAIN ANY PHYSICAL HANDICAPS, CHRONIC HEALTH OR NERVOUS CONDITIONS:

I WOULD LIKE TO ENROLL IN: DESIGN AND ART DIRECTION WRITING PHOTOGRAPHY MEDIA ARCHITECTURE ADVERTISING ART DIRECTION ILLUSTRATION

I WOULD LIKE TO START IN: OCTOBER 200_ JANUARY 200_ APRIL 200_ JULY 200_

I WOULD LIKE INFORMATION ON: HOUSING FINANCIAL AID

Please Note: Portfolio Center is required by the U.S. Department of Education and the Department of Veterans Affairs, to report annually on the racial and ethnic makeup of those who apply for admission...

- NON RESIDENT ALIEN BLACK (NON-HISPANIC) AMERICAN INDIAN OR ALASKAN NATIVE HISPANIC MALE RACE/ETHNICITY UNKNOWN ASIAN OR PACIFIC ISLANDER WHITE (NON-HISPANIC) FEMALE



A P P L I C A T I O N

125 Bennett Street, Atlanta Georgia, 30309

call 404.351.5055 or 800.255.3169

fax 404.355.8838

www.portfoliocenter.com

Portfolio Center

design and art direction media architecture writing advertising art direction photography illustration

A G R E E M E N T

Tuition: Tuition is based on the quarter system. Each quarter is eleven weeks in length, followed by a two week break. Tuition for each quarter is \$4,350.00

For planning, you should expect further tuition cost, supply, and housing fees to increase at a rate of approximately 6% to 10% annually.

Withdrawal: Students may withdraw from the Center up to the tenth week in any level. Withdrawal Forms can be obtained in the Registrar's Office. Withdrawal interviews with both the appropriate Department Chair and Financial Aid Director are both necessary, as well as signatures from the Registrar, Business Manager and your Admissions Representative.

Refund Policy:

Refund Policy before classes commence: Applicants may cancel their enrollment in person or in writing before the start of the quarter. Applicants not requesting cancellation before their starting date will be considered enrolled. If a refund is requested after three days, but before the start of the quarter, all monies less the \$100.00 application fee and the \$250.00 registration fee will be refunded.

Refund Policy thereafter and until a student has completed:

5% or less of scheduled classes, 95% of the tuition will be refunded.
10% or less of scheduled classes, 90% of the tuition will be refunded.
25% or less of scheduled classes, 75% of the tuition will be refunded.
50% or less of scheduled classes, 50% of the tuition will be refunded.
More than 50% of scheduled classes, No refund will be made.

All refunds will be processed within thirty days of the submission of the Withdrawal Form.

I certify that all statements provided are true and correct to the best of my knowledge. I also understand that any false or misleading statements are considered grounds for termination of studies. I agree to abide by the rules and regulations of The Portfolio Center.

SIGNATURE _____

DATE _____