



# ESTIMATE OF COSTS FOR THE ENTIRE PROGRAM

*(Based on the School Catalog, I-20 and Acceptance Letter)*

## LINCOLN UNIVERSITY

### *FIRST ACADEMIC YEAR (Two Semesters during 9 Months)*

	<u>Costs per Semester</u>	<u>Totals</u>
Tuition and fees for 1st Semester:		
(a) \$1,500 for US Employment Workshop fee, \$1500 payable before the I-20 is issued	\$ 1,500	
(b) \$250 for Application and Registration fee	250	
(c) \$3,425 for tuition in 1st Semester, payable in amounts & times determined by Lincoln	<u>3,465</u>	
<b>Total 1st Semester</b>	<b>5,215</b>	
 Tuition and fees for 2nd Semester, payable in amounts & times determined by Lincoln		
<b>Total 2<sup>nd</sup> Semester</b>	<b>3,465</b>	
<b>Total Tuition &amp; Fees, First Academic Year</b>		<b>8,680</b>

### *SECOND ACADEMIC YEAR (Two Semesters during 9 Months)*

Tuition for 1st Semester, payable in amounts & times determined by Lincoln.	<b>Total 1<sup>st</sup> Semester</b>	<b>3,465</b>
Tuition for 2nd Semester, payable in amounts & times determined by Lincoln.	<b>Total 2<sup>nd</sup> Semester</b>	<b>3,465</b>
<b>Total Tuition Second Academic Year</b>		<b>6,930</b>

### *THIRD ACADEMIC YEAR (Two Semesters during 9 Months)*

Tuition for 1st Semester, payable in amounts & times determined by Lincoln.	<b>Total 1<sup>st</sup> Semester</b>	<b>3,465</b>
Tuition for 2nd Semester, payable in amounts & times determined by Lincoln.	<b>Total 2<sup>nd</sup> Semester</b>	<b>3,465</b>
<b>Total Tuition Third Academic Year</b>		<b>6,930</b>

### *FOURTH ACADEMIC YEAR (One Semester during 3 Months)*

Tuition for 1st Semester, payable in amounts & times determined by Lincoln.	<b>Total 1<sup>st</sup> Semester</b>	<b>3,465</b>
<b>Total Tuition Fourth Academic Year</b>		<b>3,465</b>

**TOTAL COST OF ENTIRE PROGRAM** ----- **\$26,005**

Student Initials \_\_\_\_\_



# ESTIMATE OF COSTS FOR THE FIRST ACADEMIC YEAR

(Based on the I-20 and Acceptance Letter)

## LINCOLN UNIVERSITY

**I. Tuition and Fees, Section 7.a:** Tuition and fees in the first 9 months consist of \$6,930 for tuition, plus \$250 for various fees (\$175 registration fee and \$75 Application fee), plus \$1,500 tuition for all work-study students who must enroll in the U.S. Employment Workshop series, for a total of \$8,680 for the first 9 months.

**(1) First Semester**

- \$1,500 for three U.S. Employment Workshops (\$500 each) which must be deposited before the I-20 is issued
- 250 for miscellaneous fees payable upon arrival and registration
- 3,465 for 1<sup>st</sup> semester tuition, payable at the beginning or during the 1st semester, in amounts and times determined by the university
- 5,215 Total First Semester

**(2) Second Semester**

- 3,465 Total Second Semester, payable at the beginning or during the 2<sup>nd</sup> semester in amounts and times determined by the university

**\$8,680 Total First Nine Months**

The \$1,500 U.S. Employment Workshop fee must be wired to U.S. Employment Workshop, Inc. or deposited with an authorized agency of the company, as an advance payment before the I-20 is issued. If you do not receive a visa, the advance \$1,500 deposit shall be refunded in its entirety, minus any wiring fees. However, if you obtain a visa using the Lincoln I-20 and you do not show up at Lincoln, or if you transfer to another university at any time, the workshop fee shall be forfeited and will not be refunded.

**Payment of the required \$1,500 U.S. Employment Workshop, Inc. fee and admission into the work-study program entitles students to:**

- *Access to all workshop classes in Employment Procurement, Communications and Culture*
- *Obtaining an “as needed” job offer letter which is necessary for getting a Social Security number*
- *Assistance with obtaining the SS number, which permits full time off-campus employment*

**II. Living Expenses, Section 7.b:** All students live in off-campus housing, usually in private apartment complexes. The cost for a student to live alone without sharing the apartment with others is approximately \$1,086 per month, that is, \$9,780 for 9 months, as noted in Section 7.b. (Note: Students have found that sharing an apartment with several roommates may lower the cost of rent to approximately \$3,600, which is \$400 per month.)

**III. Insurance, Books, and Other Expenses may be estimated in Section 7.d or in admission letter:**

**Insurance:** You are required to pay for health insurance upon arrival which costs approximately \$400-\$600 for the entire first year.

**Books:** Books and supplies must be purchased by the student for most classes, costing approximately \$500 per year.

**Other:** Be prepared with sufficient funds to pay for personal items, transportation, and a laptop computer which will be needed for your classes.

**IV. Required Bank Statement:** Both the U.S. Consulate Office and the University require that students provide a personal bank statement or the bank statement of their sponsor showing sufficient funds to cover their expenses for the first academic year, as noted in the Section 7 total of the I-20. A \$17,600 bank statement is required for acceptance to the university. This requirement does not mean that you must pay this much money in your first year; rather, this bank statement merely demonstrates that you have more than enough money available, from which you can pay academic and personal expenses.

**V. Other fees:** HTIR charges a \$250 processing/courier fee to cover the costs of handling/shipping applications and I-20s. Note: In a few countries of the world where the extraordinary cost of doing business and recruiting requires the participation of a local authorized consulting agency, payment of an agency fee may be required

**VI. Requirements for Authorization to Work Off-Campus:** In order for you to legally work in off-campus employment while studying at Lincoln University, several specific procedures must be followed, as outlined below. Be sure to contact Mrs. Carmen Slack, the U.S. Employment Workshop coordinator, for guidance through the entire process. She can be contacted at the campus or by phone at 707-712-3321.

- (1) Work-Study students initially enrolling at Lincoln must have paid in advance the \$1,500 U.S. Employment Workshop fee.
- (2) Upon arrival and registration, all Work-Study students must enroll in the course known as BA390 Internship, along with at least two other regular MBA or pre-requisite courses in the first semester. Students register for BA390 and all other courses at the admissions office in the Main Office. **The BA390 class gives students the legal right to work. If you are NOT registered for BA390 then you LOSE your LEGAL right to employment**
- (3) Obtain from Carmen Slack the HTIR employment letter which offers initial “as needed” employment, which you need to have before work authorization can be provided by the university and before a Social Security number can be obtained.

Student Initials \_\_\_\_\_

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*The numbers stated here are best estimates of projected tuition and fees for the entire program as of this date and are subject to change*

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- (4) Show to the International Student Advisor in the main office your receipt for the \$1,500 Workshop payment, the registration form showing enrollment in BA390, and the employment letter. Then obtain from the advisor a revised I-20 form showing authorization to work off-campus.
- (5) Apply for the Social Security number at the U.S. government Social Security office with assistance from Carmen Slack regarding when and where to apply and what documents will be needed for the application.
- (6) **Note:** Each succeeding semester that a work-study student wishes to engage in off-campus employment, he/she will need to enroll again and pay for the BA390 Internship course in order to legally work during those semesters until finishing the work-study program.

I understand and agree that I will strictly abide by all state and federal laws regarding student employment in the U.S, and I understand that working illegally while a student at Lincoln University is a very serious matter which could result in confinement, punishment, or deportation. I understand that if any Lincoln student fails to follow the required procedures in obtaining legal off-campus employment and, instead, engages in working illegally in the U.S., this could adversely affect either the university, HTIR, or U.S. Employment Workshops, Inc., as well as the student. In order to protect and indemnify the university, HTIR and U.S. Employment Workshops, Inc. from any accusations or insinuations that these entities have been engaged in, or acquiesce to, or recruit for the purposes of bringing international recruits to the U.S. to work illegally, I hereby grant my permission for said entities to advise Immigration Services, the FBI or other such governmental agencies of any illegal employment that I may be engaged in while a student at Lincoln University.

**If any agent or agent employee, student, HTIR staff person, or an individual from any of the schools makes a promise (orally or in writing) that is contradictory to this agreement, or in conflict with the I-20 form or the school's acceptance letter, candidate agrees not to rely on any such contradictory statements or promises. \***

By signing below, I agree that no promises regarding costs, financial aid, or employment have been made to me by HTIR, its agents, or the school, that are inconsistent with the statements and explanations made herein by HTIR. I also confirm that I have read, understand, and agree to the above estimate. All of the numbers used above are "best estimates" and are not promises of income or fees. I acknowledge that if I choose to make the advance deposit and/or tuition payment via an agent or via a demand draft sent in the mail, that I take the burden of any losses due to theft. Please note, tuition and fees are subject to change; therefore, only the I-20, acceptance letter or other official publications or correspondence from the university reflect exact tuition figures. This document supersedes any previous HTIR documents, explanation of cost sheets, or agreements that I may have signed.

Agreed to by:

Printed Student Name \_\_\_\_\_ Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**For Office Use Only:**

By signing below, I, the HTIR Authorized Representative or counselor, agree that I have made no promises regarding costs, financial aid, or employment that are contrary to the information included in this document. I also testify that I have thoroughly explained the costs to the student and that he/she is fully aware of the costs mentioned herein.

Print Name: \_\_\_\_\_ Signature \_\_\_\_\_

\*Note: If you are applying through an agency please have your counselor go over this form with you and have the counselor sign the agreement the same time you do.

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