

SP24 Catalog Addendum

Effective for Summer 2024:

p. 82 Delete last paragraph:

AIAM acknowledges that since books are something a student must purchase in order to succeed academically, students may purchase books from the AIAM bookstore and add those costs to his or her account (see Books—Buy Now, Pay Later). Since the students (not AIAM) controls the purchasing, the student (not the School) is responsible for the additional costs now on her or his account. After adding the cost of books to her or his account, the student is responsible for the following: ensuring these charges are paid or that payment arrangements are made (such as a payment plan, or payment in full by the end of the payment period), and ensuring all charges are paid by the end of program of study. If a student is enrolled in a payment plan, and needs to adjust the amount auto-deducted from his or her account due to addition of book charges, the student must visit the Financial Aid Office to obtain a new form and new payment amount. Failure to adjust student payment due to addition of book charges means that book costs will come due in full at the end of an academic year or the end of the program of study, whichever comes first. AIAM does not require students to purchase his or her books through the AIAM bookstore. Instead, AIAM simply offers the ability to purchase books and add those costs to the student account as a means to allow students access to books. A student using the AIAM bookstore must still consider the added financial responsibility before adding these costs to his or her total program costs.

p. 89: Change Books & Supplies to

Supplies

AIAM allows students a way to obtain or purchase required supplies and charge these items to their student account. This includes grant eligible students who will have a credit balance with the school. Students are encouraged to track the amount of supplies being charged on their account. Students must sign an authorization if they want to charge supplies to their account. See the Financial Aid office for more details.

Policy for Title IV Financial Aid Recipients and Students Using Other Means to Pay:

- Title IV aid recipients and students using other means to pay for educational expenses purchase books at their own expense from sources such as Amazon or halfprice.com or other vendors. It is the responsibility of the student to purchase all required books for their program.
- It is the student's responsibility to review the book list on our website and confirm the title and ISBN number for the current book being used for the course with their instructor, as editions can change frequently.

p. 93 Books

In the Practical Nursing and Registered Nursing programs, e-books are included with the program as part of the Technology Fee. Other books are the responsibility of the student.

- It is the responsibility of the student to purchase all required books for their program.

- It is the student's responsibility to review the book list on our website and confirm the title and ISBN number for the current book being used for the course with their instructor, as editions can change frequently.

p. 107

Dropping a Course – change first paragraph to:

To drop a course, students must submit a written request to the Academic Dean by the published official quarter add/ drop date for that quarter. This request should be by email to the Academic Dean stating the course number and name. If this submission is on time, no notation is made on the student's transcript of the drop, and all related tuition and fees for that quarter will be refunded except for any supplies that have been charged to the students' account. Supplies may be returned if they are in new condition.