School Calendar

Mail Registration, First Tuition Payment, Art Supply Fees
and Lab Fees due .............................................. July 15, 2015
Second Tuition Payment ......................................... December 15, 2015
Housing opens for all years .......................... September 2, 2015 9:00 AM - 12:00 PM
Second and Third Year Students' Registration
and Orientation ........................................... September 2, 2015, 1:00 PM - 3:00 PM
First Year Students' Registration, Art Supplies Distribution,
and Orientation ........................................ September 3, 2015, 9:00 AM - 11:00 AM
First Year Students' Computer Set-up ................. September 3, 2015, 11:00 AM - 12:00 PM
Classes Begin (First Semester) ......................... September 8, 2015, 8:30 AM - 4:00 PM
School Closed
Rosh Hashanah .................................................. September 14
Yom Kippur ...................................................... September 23
Columbus Day .................................................. October 12
Fall Open House ................................................ October 17
School Closed
Veterans Day ................................................... November 11
Thanksgiving ................................................... November 26 - November 29
End of First Semester ................................. December 18
School Closed
Christmas ......................................................... December 19 - January 3, 2016
School re-opens, Second Semester begins .......... January 4
School closed – Martin Luther King Day .............. January 18
School closed
Mid-Winter Break ............................................. February 13 - 17
Returning Student Enrollment
Registration Fee due (Non-refundable but deducted from tuition) .... March 18
School closed
Spring Break .................................................... March 25 - April 3
Final Portfolio Submissions ............................... April 11
Spring Open House ............................................. April 16
Scholarship Ceremony ........................................ May 6
End of Second Semester -- dismissal 2:00 PM ....... May 25
Graduation .......................................................... May 26

Fee Schedule

Application Fee (Non-refundable) ................................ $50.00
Registration Fee (Non-refundable but deducted from annual tuition) .. $100.00
Annual Tuition (does not include Lab Fee or Field Trips) .................. $19,300.00
First and Second Year Students
First Payment, July 15, 2015 .................................. $10,450.00*
Second Payment, December 15, 2015 .................. $9,650.00*
Third Year Students
First Payment, July 15, 2015 .................................. $9,875.00*
Second Payment, December 15, 2015 .................. $9,975.00*
*Payments include Lab and Field Trip fees—less paid Registration Fee:
FIELD TRIPS
All students are obligated for field trip transportation and admission fees
(where applicable)
Approximate cost per year .................................... $100.00
LAB FEES
1st and 2nd Year Lab Fee (Pro Rata Refund) .................. $800.00
3rd Year Lab/Equipment Fee (Pro Rata Refund) ............... $550.00
Transcript Fee (per transcript) ................................ $10.00
Probation Make-Up Fee (per course) ..................... $50.00
FOREIGN STUDENT 1-20 postage and processing ....... $60.00
TOTAL ANNUAL TUITION AND FEES:
Cartoon I and II ........................................................ $20,200.00
Cartoon III ........................................................... $19,950.00
TOTAL ANNUAL TUITION AND FEES with HOUSING:
Cartoon I and II ..................................................... $26,250.00*
Cartoon III .......................................................... $26,100.00*
*Includes refundable $500.00 security deposit
ART SUPPLIES AND MATERIALS
In addition to tuition, students should plan on the following
approximate outlay for materials and supplies:
1st Year Students Kit initial cost...$955.00 - Approximate annual total: $1300.00
2nd Year Students Kit initial cost...$695.00 - Approximate annual total: $1100.00
3rd Year Students Kit initial cost...$395.00 - Approximate annual total: $1100.00
HOUSING
Total ................................................................. $6,150.00
First Payment - July 15, 2015 ................................. $3,325.00*
*Includes security deposit of $500.00 due with first payment
Second Payment - December 15, 2015 ...................... $2,825.00

(1125 Clock Hours Per Year or 37.5 Credit Hours Per Year)
(1 Credit Hour = 30 Clock Hours)

The 1125 clock hours per year for each program is comprised of 161 instructional days multiplied by 5.5 actual class hours
plus 1.5 hours per day of monitored lab for each of the 161 instructional days. A total of 9 months or 38 weeks is normally
required for completion of each program. A student upon completion of the first year will have accumulated 1125 clock
hours, upon completion of the second year will have accumulated 2250 hours, and upon completion of the third year will
have accumulated 3375 hours.

Accrediting Council for Career Schools and College

This Calendar Fee Schedule Consists of Two Sides
The Kubert School • 37 Myrtle Avenue, Dover, NJ • 973-361-1327 • www.kubertschool.edu
Refund Policy

<table>
<thead>
<tr>
<th>% OF WEEKS COMPLETED</th>
<th>% REFUNDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td>0.1 - 10%</td>
<td>90%</td>
</tr>
<tr>
<td>10.1 - 20%</td>
<td>80%</td>
</tr>
<tr>
<td>20.1 - 30%</td>
<td>70%</td>
</tr>
<tr>
<td>30.1 - 40%</td>
<td>60%</td>
</tr>
<tr>
<td>40.1 - 50%</td>
<td>50%</td>
</tr>
<tr>
<td>50.1 - 60%</td>
<td>40%</td>
</tr>
<tr>
<td>Over 60%</td>
<td>0%</td>
</tr>
</tbody>
</table>

An administrative fee equal to the lesser of $100 or 5% of school charges assessed the student, will be retained by the school.
All other fees are non-refundable.

Examples of refund policy upon request.

FINANCIAL AID REFUND POLICY

In the event a student terminates his/her training, a refund will be made, if due, in accordance with the school's refund policy (as published in the school's catalog). If the student has received financial aid, the refund will be applied in the following order:

- Federal Unsubsidized Stafford Loan
- Federal Subsidized Stafford Loan
- Federal PLUS Loan
- Federal Pell Grant
- Federal SEOG Grants
- Other Title IV
- Other Federal, State, private or institutional student financial aid assistance
- Student

Addendum to School Catalog, Vol. 10, May 2009
A. THE SCHOOL’S COMPLAINT/GRIEVANCE POLICY AND PROCEDURE
Student concerns or complaints should first be brought to the attention of the instructor. Complaints that are not satisfactorily resolved at this level should be submitted in writing to the school Director. Written responses will be given within five (5) working days. If a student does not feel that the school has adequately addressed a complaint or concern, the student may consider contacting the New Jersey Department of Labor and Workforce Development or the Accrediting Commission. Complaint forms are available at the office. The Accrediting Commission’s website is www.accsc.org
B. Any mention of “Accrediting Commission of Career Schools and Colleges of Technology” should be understood to mean “Accrediting Commission of Career Schools and Colleges” effective as of October 2009.
C. Any mention of “ACCSCT” should be understood to mean “ACCSC” effective as of October 2009.
D. On pg. 15 under the course description for “Introduction to Animation”, disregard the sentence “This course is a prerequisite to intermediate and advanced animation.”
E. On pg. 9 of the Joe Kubert School Catalog (vol. 10, May 2009), the Refund Policy of the Joe Kubert School shall be in accordance with the US Dept. of Education’s Federal Refund Policy effective as of September 22, 2010.
F. On pg. 15 of the Joe Kubert School Catalog (vol. 10, May 2009), under Cartoon-Graphics© I, First Year Curriculum, Course #101 - Basic Drawing, it should read “3.75 cr. hr.” instead of “37.5 cr. hr.” effective as of September 22, 2010.
G. On pg. 4 of the Joe Kubert School Catalog (vol. 10, May 2009), Admission for Advanced Students should read Advanced Training: Students who have previous art training or experience may request advanced standing provided a certified transcript, course description and portfolio are submitted. A proficiencies examination may be required. Credit for tuition for any part or period of the program of training not required to be taken by the student will be adjusted by pro-rating the tuition.
H. On pg. 12 of the Joe Kubert School Catalog (vol. 10, May 2009), under Reports should read, “The school maintains all academic records on file indefinitely.”
I. On pg. 13 of the Joe Kubert School Catalog (vol. 10, May 2009), under Financial Aid should read, “Non-institutional scholarships may be available to matriculating students who will be continuing their studies at the Joe Kubert School. For further details consult the financial aid office.”
J. Effective 10/01/2010, Adam Kubert is the Director of the Joe Kubert School of Cartoon and Graphic Art, Inc.

THIS CALENDAR FEE SCHEDULE CONSISTS OF TWO SIDES