

# NOTICE OF AVAILABILITY OF INSTITUTIONAL & FINANCIAL AID INFORMATION

What	Where to Get More Information
Family Educational Rights and Privacy Act (FERPA). SJCL's FERPA policy provides details of student rights regarding their education record including privacy rights, inspection rights and content review.	The Director of Student Services has a complete copy of FERPA. See the Student Handbook for SJCL policy located at <a href="#">Student Resources</a> , or the Dept. of Ed information at: <a href="http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html">www.ed.gov/policy/gen/guid/fpco/ferpa/index.html</a>
<b>Financial Aid Information</b>	
Description of available financial assistance and eligibility requirements; student rights and responsibilities; student loan deferments; student loan entrance and exit counseling.	Contact the Financial Aid Director at <a href="mailto:lnilmeier@sjcl.edu">lnilmeier@sjcl.edu</a> for all financial aid related information. See <a href="#">Financial Aid</a> section at <a href="http://www.sjcl.edu">www.sjcl.edu</a> ; the Student Handbook located under <a href="#">Student Resources</a> .
<b>Institutional Information</b>	
Cost of Attendance: Tuition, Fees, Books & Living Expense Allowance.	See the <a href="#">Sample cost of attendance budgets</a> on the financial aid section of the website, the Student Handbook located under <a href="#">Student Resources</a> . For a more detailed estimate contact the Financial Aid Director at <a href="mailto:lnilmeier@sjcl.edu">lnilmeier@sjcl.edu</a> .
Requirement of Official Withdrawal	See Student Handbook located under <a href="#">Student Resources</a> , or contact either the <a href="#">Director of Student Services</a> , <a href="#">Financial Aid Director</a> , <a href="#">Chief Financial Officer</a> , <a href="#">Dean</a> , <a href="#">Academic Dean</a> , or <a href="#">Dean of Students</a> .
Refund Policy	See Student Handbook located under <a href="#">Student Resources</a> , the registration packet, or contact the <a href="#">Chief Financial Officer</a> .
Return of Title IV Loan Funds	See Student Handbook located under <a href="#">Student Resources</a> , or contact the <a href="#">Financial Aid Director</a> .
Academic Program: Law Program, Facilities and Faculty	See <a href="#">Law Catalog (PDF)</a> under the <a href="#">Law Program</a> section on the website, or contact the <a href="#">Director of Student Services</a> , <a href="#">Academic Dean</a> , <a href="#">Dean of Students</a> or the <a href="#">Dean</a> .
Accreditation	See About section on the website under <a href="#">Accreditor</a> , the <a href="#">Law Catalog (PDF)</a> , or the Student Handbook located under <a href="#">Student Resources</a> . For further information go to <a href="http://wascsenior.org">wascsenior.org</a> and <a href="http://calbar.org">calbar.org</a> . Contact the <a href="#">Dean</a> or <a href="#">Academic Dean</a> to review documents.
Employment Career Services	See Student Handbook located under <a href="#">Student Resources</a> , on the website <a href="#">Law Catalog (PDF)</a> or under the Careers section on the website at <a href="http://sjcl.edu">sjcl.edu</a> and <a href="#">Current Job Announcements</a> , or contact the <a href="#">Director of Student Services</a> .
Services for Students with Disabilities	See Student Handbook located under <a href="#">Student Resources</a> , the website under the Academics section click the <a href="#">Disability Services</a> , or contact the <a href="#">Law Coordinator</a> or <a href="#">Academic Dean</a> .
Staff Members and Availability	See the <a href="#">About</a> tab on the website click <a href="#">Contact Us</a> , the Student Handbook located under <a href="#">Student Resources</a> , or contact the <a href="#">Director of Human Resource/Compliance</a> .
Student Body Diversity	See Admissions section on the website click <a href="#">Diversity and Inclusion</a> tab, or contact the <a href="#">Director of Student Services</a> .
Study Abroad and Financial Aid	See Student Handbook located under <a href="#">Student Resources</a> , contact the <a href="#">Academic Dean</a> and <a href="#">Director of Financial Aid</a> .
Transfer Credit Policies and Articulation Agreements	See <a href="#">Admissions</a> section on the website click <a href="#">Transfer Students</a> , the Student Handbook located under <a href="#">Student Resources</a> . Contact the <a href="#">Director of Student Services</a> , or the <a href="#">Academic Dean</a> for details.
Copyright Infringement Policies and Sanctions	See <a href="#">About</a> tab on the website and click <a href="#">Copyright Material</a> , the Student Handbook located under <a href="#">Student Resources</a> , or contact the <a href="#">Chief Information Officer</a> , or <a href="#">Director of Human Resources &amp; Compliance</a> .
Vaccination Policy	See <a href="#">About</a> tab on the website and click <a href="#">Student Information</a> , or contact the <a href="#">Director of Human Resources &amp; Compliance</a> . Effective April 21, 2022, the SARS-CoV-2 immunization requirement was suspended.
<b>Campus Crime and Safety Information</b>	
Report Updated Annually on October 1	Distributed annually to all enrolled students and employees. The report is available on the website click the Consumer Information section and hover over the Right to Know tab and click <a href="#">Annual Security Report</a> , or in the Student Handbook located under <a href="#">Student Resources</a> , or contact the <a href="#">Director of Human Resources &amp; Compliance</a> .

SJCL will provide a paper copy of the information upon request, contact [bpitcock@sjcl.edu](mailto:bpitcock@sjcl.edu).

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