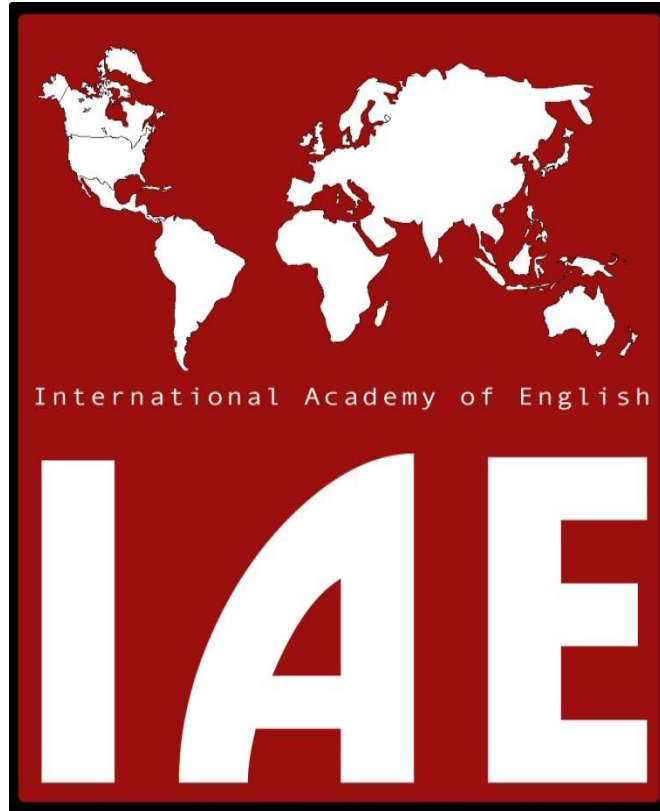


INTERNATIONAL ACADEMY OF ENGLISH

Irvine

Instruction provided at:
1528 Brookhollow Drive Suite 400
Santa Ana, CA 92705



Enrollment Agreement

MISSION STATEMENT

The mission of the International Academy of English is to provide non-native speakers with quality English language instruction to help them read, write, speak, and understand English at increasing levels of proficiency. We prepare students to communicate effectively in English in a friendly and supportive learning environment.





Program Overview

The International Academy of English (IAE) is an intensive English program that offers five levels of instruction and a TOEFL Preparation course. Each level is taught throughout an 18-week term which is subdivided into two 9-week sessions (Sessions A and B). Completion of all five levels takes 18 months. If students fail, they can go through the term in the same level one more time provided they are making academic progress. The main objective of the Intensive English Program is to help students read, write, listen and speak in increasing levels of proficiency so that they can fulfill their academic and professional goals. Most of our students have the objective of being admitted to undergraduate or graduate courses in public colleges or universities. Students also want to learn English for professional reasons, such as getting a job or being promoted. Our primary instructional approach is skill-based as we place students according to their skill level in which we offer specific classes to help students enhance their reading, writing, listening and speaking skills. Our methodological approach is communicative since students learn the target language through interaction with their peers, teachers, and the outside community.

As for our TOEFL program, the main objective of the course is to prepare students to be successful in the TOEFL test and to be admitted to the college or university program they apply to. The TOEFL Preparation course is also offered throughout an 18-week term and students can choose to repeat the TOEFL Preparation course if they have not attained their goal on the TOEFL exam by the end of the class.

Accreditation:

International Academy of English is a private institution accredited by the Commission on English Language Program Accreditation (CEA). CEA was founded in 1999 by English language professionals as a specialized accrediting agency. The purpose was to provide a means for improving the quality of English language teaching and administration through accepted standards. CEA conducts accreditation reviews in the U.S. and internationally.

Commission on English Language Program Accreditation

1001 North Fairfax Street, Suite 630

Alexandria, VA 22314 USA

<http://www.cea-accredit.org>

Authorizations:

International Academy of English is a private institution licensed to operate by the California Bureau for Private Postsecondary Education (BPPE). Any questions a student may have regarding the enrollment agreement that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 North Market Blvd., Suite 225 Sacramento, CA 95834.

Phone: (888) 370-7589 (toll free), (916) 431-6959, (916) 263-1897 (facsimile).

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's internet web site www.bppe.ca.gov.

Faculty and staff at IAE will follow and stay up to date on all compliance, statutes and regulations from the state with the following guidelines.

- The School administration will be up to date with all compliance procedures and will attend Annual Bureau workshops to maintain in compliance.
- Quarterly staff meetings will make sure that all regulations and changes are being updated and followed.
- IAE is registered with the Bureau of Post Secondary Education and will receive notifications and emails with updates and policies.

International Academy of English- Irvine is authorized under federal law to enroll nonimmigrant alien students.



Student Tuition Recovery Fund

“The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.”

(b) In addition to the statement required under subdivision (a) of this section, a qualifying institution shall include the following statement in its school catalog:

“It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market Blvd., Suite 225 Sacramento, CA 95834, Phone number (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollecting may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.”



Admission Procedures

The Intensive English Program is a non-credit, short term program that does not award academic credit or grades. Hence no academic credit is transferred into or out of IAE. IAE has no articulation agreements with other institutions. IAE has no English language proficiency requirements for admission.

Here are the steps required for international students to start the admissions process at IAE. Thereafter student will be able to apply with the US Embassy or consulate in their county and obtain a student visa, which is required for non-US residents who attend the International Academy of English:

Here are the steps required for a student to register and obtain a Student VISA, which is required for non-US residents who attend the International Academy of English:

- 1) The student must fill out an application form.
- 2) The student must fill out and sign the school enrollment agreement. *(details on page 8)
- 3) The student must sign and *initials* the school performance fact sheet. (attached)
- 4) The student must show a copy of a bank statement (either a checking or a savings account) showing a balance of a minimum of USD 5,000.00 – USD 6,100.00 for the first academic term (18 weeks) that the student wishes to enroll. The length of each academic term is 18 weeks of classes* Please note all bank statements and Bank letters MUST be in ENGLISH and no older than 3 months. A Statement of Support must be provided, identifying the source of financial funds during student's enrollment period. This statement is required by the American Immigration authorities to prove that the student has enough financial support for the period of studies in the US. If you have dependents add the amount of \$1,350.00/ each (to cover one academic term)
- 5) The student must pay a non-refundable Application Fee of USD 95.00.
- 6) The student must pay a non-refundable Registration Fee of USD 150.00
- 7) The student must pay a courier fee of USD 85.00 for expedited shipping services that will be used to send the necessary documents to obtain the student VISA.
- 8) The student MUST provide a copy of his/her Passport.
- 9) The student MUST provide a clear copy of high school diploma or its equivalency (*no translation needed*).
- 10) Read the Student Tuition Refund Fund statement: *(details on page 3)

After providing the items above, IAE will issue an I-20, which we will send along with the acceptance letter from our school.

The Immigration Services charges a "SEVIS fee" of USD 350.00 (a processing fee paid directly to the Department of Homeland Security), which is payable by the student via website. Students must complete this process on their own, by accessing the website www.fmjfee.com. This fee must be paid at least 3 days prior to the student's appointment at the American Consulate.

The student should print out the receipt and take it to his/her appointment along with the I-20 package and any additional documents requested by the American Consulate in his /her country.

In case of a VISA denial, any preliminary fees paid (Application, Registration, Courier), **will not** be refunded to the student, because these fees cover the costs involved in preparing the documentation. Once the VISA is approved, we recommend students to notify the school to confirm arrival information.

"IAE is accredited by the Commission on English Language Program Accreditation (CEA) and must follow all CEA Standards. We reserve the right not to enroll students who would not meet our mission or program objectives and would not benefit from our instructional program."



Registration Procedures

Overseas applicants: Please complete the Application Form and send it to us with the **non-refundable** Fees (*application, registration and courier*). As soon as we receive and approve your complete application and additional forms, we will confirm your acceptance by sending you the school acceptance letter and enclose an invoice detailing the payment due.

Transferring students: Please complete the Application Form and send it to us with a copy of your financial statement, affidavit of support and your current school's I-20 form. Once your application is approved, we will send you the acceptance letter and a copy of the transfer form. Application, tuition and textbooks fees are due before the first day of classes. **No I-20 form will be issued without a full payment for local students.**

Methods of Payment

All fees can be paid as follows:

- 1-By Banker's check
 - 2-By an international money order
 - 4-By a credit card (Visa, MasterCard, AMEX)
 - 5- By wire transfer **check tuition and fees section for additional fees information*
- All payments should be made to IAE and should reference the student's full name.

Terms of Payment

The Application Fee covers registration costs and pre-departure information. With confirmation of your acceptance, you will be invoiced for a total amount of the course fee, due within 15 days of receipt. **No I-20 form will be issued without a full payment for local students.** Students outside of the United States must pay the **non-refundable** fees of Registration, Application, and Courier to apply for a visa. Once the visa is obtained, the tuition, enrollment fees and accommodation (if applicable) must be paid before the first day of class. **There will be a \$30 fee to reissue an I-20 in any case.**

Accommodation * Available in San Diego only

IAE offers the following housing options: Accommodations in single or shared rooms in International Studios or accommodation with an American Host Family. Once they are reserved student is required to stay at least 1 month minimum.

Arrival and Airport Transfers

When completing the Application Form, students can indicate if they wish to be met by an IAE representative at the nearest major airport closest to the school. The fee for this optional airport transfer is \$50 and is available for flights arriving before 6:00 PM only.

Age

IAE Irvine is open to anyone *who has earned a high school diploma or its equivalency*. Applications for students under 18 years old are accepted only with a parent or guardian's signature.

Duration of Lessons

Each lesson in IAE classes is a minimum of 1 hour and 30 minutes.

Public and Academic Holidays

Classes are normally not held, and most school facilities are closed on national holidays. A list of the public and academic holidays is available in the IAE student's handbook.



“STUDENT’S RIGTH TO CANCEL”

The student has the right to cancel the Enrollment Agreement and obtain a refund of charges paid for attendance through the first-class session or the seventh day after enrollment, whichever is later. To cancel enrollment and/or obtain a refund, the student must provide written notice to the school. If the student cancels the Agreement, the School will refund any money that s/he has paid, less any deduction for nonrefundable fees; within thirty days after his/her Notice of Cancellation is received.

If a student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds. International academy of English does not participate in federal aid programs.

To cancel enrollment and/or obtain a refund, the student must provide written notice to the school by mail at 1528 Brookhollow Suite 400, CA 92705 or by email at irvine@sdiae.edu.

STUDENT’S REFUND POLICY

Withdrawal

Student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the seventh day after enrollment, whichever is later.

“Withdrawal” means leaving the course once it has begun.

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

Sample of Refund Policy for California students:

$\text{Refund Amount} = \text{All prepaid amounts} - (\text{non-refundable fees})$
--

Students, who withdraw from the International Academy of English after the first day of the session, but prior to completion of greater than 60% of the session currently enrolled in, are entitled to a refund on a prorated basis, less the non-refundable fees. Please check the example below:

Refund Amount = [(All prepaid amounts for the session being withdrawn from) x (weeks left to be completed / total number of weeks in session)] - (non-refundable fees)

If the (weeks left to be completed / total number of weeks in session) is less than 40%, then no refund is due to the student.

To cancel enrollment, withdrawal from the program and/or obtain a refund, the student must complete the withdrawal form and send the request to the school’s director according to the campus, he/she is enrolled.

Certificate Requirements/Length Program

Students who end their studies without completion the entire program must have a minimum of 80% attendance and take the school exit exam in order to receive IAE’s Certificate of Participation.

Medical Insurance

All participants studying in the USA are recommended to have accident and health insurance for their own benefit. IAE suggests a negotiated favorable premium for IAE students with an insurance company. The cost of the coverage varies with the length of the course booked.

For information purposes, here are some possible sources for insurance. Their inclusion here is not meant as a recommendation, and students may select any insurer they choose.

- IMG Global - www.imglobal.com/international-student-health-insurance
- EHealthInsurance - www.ehealthinsurance.com
- ISO International Student Health Insurance - www.isoa.org



Late Arrival and Absences

If students arrive late to a course, or are absent during the course, no refund will be granted. Periods of absence may not be made up with free extension of the course.

Liability

IAE will not be liable in any way to the student in the event of any service, contracted to be supplied by IAE, becoming impossible to supply by reason of industrial dispute or other cause outside the control of IAE. IAE will not be liable for loss, damage, or injury to persons or property howsoever caused, save where the liability is expressly imposed beyond exclusion by statute.

Federal and State Financial Aid Programs

International Academy of English does not currently participate in any federal or state financial aid programs. Students are expected to decide to pay for their own tuition and incidental fees.

Scholarships

International Academy of English does not offer scholarships for any of its programs currently.



APPLICATION FORM

Last Name: _____ First Name: _____
 Nationality: _____ Country of Birth: _____ Date of Birth: ____/____/____
Month Day Year
 Gender: Male: Female First Language: _____ Other Languages: _____
 Passport Number: _____ Expiration date: _____
 Address in your home Country: _____
 City: _____ Country: _____ Zip Code: _____
 Phone Number: Home _____ Fax _____
 Email: _____

To be provided upon arrival in the U.S:

Address in USA: _____
 City: _____ State: _____ Zip Code: _____ Phone Number: () _____
 SEVIS ID: N _____ I-94 Number: _____ Visa Expiration Date: _____

IAE- Irvine
School Location: 1528 Brookhollow Drive Suite 400 Santa Ana, CA 92705.

Choose your Status: Initial Transferring in Change of Status Other: _____
Clock Hours: 18 hours/week

Choose Study Program: Intensive English Proficiency Test Preparation (PTP)* Check with campus for program availability

Program Start Date: ____/____/____ MM DD YYYY Scheduled Completion Date: ____/____/____ MM DD YYYY

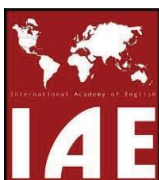
Enrollment Agreement Covers: ____/____/____ MM DD YYYY TO ____/____/____ MM DD YYYY

Date to Cancel or Withdraw: ____/____/____ MM DD YYYY

Assess your English Level: Beginner Lower Intermediate Intermediate Upper Intermediate Advanced

How did you hear about IAE:
 Website Facebook Instagram Friends - Referral Name: Other:

* Students can start classes at any Monday. Although IAE recommends students to start at the beginning of each session. *School academic calendar is available on page 15.



Program Tuition and Fees
Intensive English & PTP Preparation Programs
Class Schedule: Monday – Thursday: 8:00 a.m. - 1:00 p.m.
Clock hours: 18 hours/week.

Tuition and Fees

Check one:

- | | | |
|--------------------------|---|--|
| <input type="checkbox"/> | Intensive English Classes - 4 weeks Tuition: | USD 385.00 |
| <input type="checkbox"/> | Proficiency Test Preparation (PTP) - 4 weeks | USD 385.00 |
| <input type="checkbox"/> | Tuition: Application Fee (non-refundable): | USD 95.00 |
| <input type="checkbox"/> | **Registration Fee (non-refundable): | USD 150.00 * to be paid before admitted |
| <input type="checkbox"/> | Student Tuition Recovery Fund: (nonrefundable) | USD 0.00 * See page number 3 for details. |
| <input type="checkbox"/> | Course Textbook | USD 180.00*Set of 2 core classes books /covering two sessions. |
| <input type="checkbox"/> | International Courier Fee (mailing I-20 package) | USD 100.00 |
| <input type="checkbox"/> | Local Courier Fee (mailing I-20 package or Documents) | USD 30.00 |
| <input type="checkbox"/> | Wire transfer | USD 30.00 |
| <input type="checkbox"/> | Dependent I-20 (F-2) | USD 40.00 |
| <input type="checkbox"/> | Document re-printing (I-20, Letters, ISR's) Other: | USD 30.00 |
| <input type="checkbox"/> | Letters, ISR's reprinting (former students) | USD 30.00 |
| <input type="checkbox"/> | Change of Status/ Reinstatement request | USD 150.00 |

*Students applying for reinstatement must start school on the day stated on the I-20 form

Choose Method of Payment:

Check Money Order Wire Credit Card

** Non-Refundable Registration Fee (for F-1 visa students applying from outside of the U.S.)

Any check returned unpaid by the bank will incur a \$30.00 fee.

For credit card payments complete the authorization form *Please add USD 20.00 Processing Fee on all Bookings over USD 100.00.

Total Fees for chosen period: USD: _____



ACCEPTANCE OF ENROLMENT AGREEMENT

Student's Name _____

Home Address (foreign students - this is your permanent address in your country)

City _____ Country _____ Zip _____

Phone number: _____ E-Mail _____

"Prior to signing this enrollment agreement, you must be given the IAE catalog or brochure and the School Performance Fact Sheet, which you are encouraged to review prior to signing this agreement. These documents contain important policies and performance data for this institution. This institution is required to have you sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination passage rates, and salaries or wages, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement."

Student initials

"I certify that I have received the catalog, School Performance Fact Sheet, and information regarding completion rates, placement rates, license examination passage rates, and salary or wage information, and the most recent three-year cohort default rate, if applicable, included in the School Performance Fact sheet, and have signed, initialed, and dated the information provided in the School Performance Fact Sheet."

Student initials

I affirm that I have enough funds to cover all costs for tuition, accommodation, and expenses during my studies at *the International Academy of English*. In the event of illness and/or injury, I authorize *the International Academy of English* to take appropriate action for my care. I further understand that I am recommended to have accident and health insurance. I am responsible for any medical bills incurred.

I am aware that the IAE Catalog, Student's handbook, IAE brochure and the School Performance Fact Sheet are also available on IAE's website, www.sdiae.edu and it is accessible to all students and the general public.

"I authorize International Academy of English to access and print my I-94 form and Travel History for legitimate business purposes."

Student initials



**This agreement is a legally binding instrument when signed by the student and accepted by the school.
This agreement is valid for the entire period of enrolment in the program.**

TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE: _____


ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM: _____

THE TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT: _____

"I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me."

Signature of the Applicant

Date

 IAE administration - Name

Signature

Date

Name of Parent/Guardian (under 18 years old)

Signature

Emergency contact number

Student initials



Information on Student Loans and Transfer Credits

Federal and State Financial Aid Programs

If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. **Ed. Code §94911 (f)**

If the student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

- (1) The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
- (2) The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid. **Ed. Code §94911 (g)(1)(2)**

International Academy of English does not currently participate in any federal or state financial aid programs. Students are expected to pay for their own tuition and incidental fees. IAE does not offer student loans of any kind.

"NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION"

"The transferability of credits you earn at the International Academy of English is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate of participation, you earn in the _____, (*Intensive English Program or TOEFL Preparation Program*) is also at the complete discretion of the institution to which you may seek to transfer. If the certificate of participation that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending the International Academy of English to determine if your certificate of participation will transfer."

Distance Educational Program

International Academy of English does not offer any distance education program. All instruction is offered in real-time.

NOTICE: YOU MAY ASSERT AGAINST THE HOLDER OF THE PROMISSORY NOTE YOU SIGNED IN ORDER TO FINANCE THE COST OF THE EDUCATIONAL PROGRAM ALL OF THE CLAIMS AND DEFENSES THAT YOU COULD ASSERT AGAINST THIS INSTITUTION, UP TO THE AMOUNT YOU HAVE ALREADY PAID UNDER THE PROMISSORY NOTE.



STATEMENT OF SUPPORT
(Required for All International Students)

* This form should be completed by the student's sponsor and accompanied by a copy of a recent Bank Statement.

Applicant's Personal Information

Last Name (Family)	
First Name	
Country of Citizenship	
City/Country of Birth	
Date of Birth	

Personal Sponsor Information

Complete Name	
Email	
Phone Number	
Relationship with Student	
Address	

I _____ (name of sponsor) guarantee financial support for (Name of applicant) for the entire tenure of his/her studies at the International Academy of English. I also guarantee that all attached documentation is complete and accurate.

- Student's sponsor will be contacted in case of tuition payment is past due.

Signature _____

Date: _____



Credit Card Authorization Form

I hereby authorize **International Academy of English/Tepper Technologies** to initiate automatic debits from my account at the financial institution named below. I also authorize **International Academy of English/Tepper Technologies** to make withdrawals from this account in the event that a credit entry is made in error.

Further, I agree not to hold **International Academy of English/Tepper Technologies** responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

This agreement will remain in effect until **International Academy of English/Tepper Technologies** receives a written notice of cancellation from me or my financial institution.

ACCOUNT INFORMATION

Credit Card Number: _____

Expiration Date: _____ Verification Code: _____

Total Amount to be charged: USD _____

***Please add USD 20.00 Processing Fee on all Bookings over USD 100.00**

CARD HOLDER INFORMATION

Name on Credit Card:

Street Address and Apt. #:

City: _____ State: _____ Zip Code: _____ Country: _____

SIGNATURE

SIGNATURE: _____



Wire Transfer

BANK ROUTING INFORMATION

The following is the information requested concerning your wire transfer:

Bank Name:	Wells Fargo Bank	Account Number: 7761212682
Branch:	San Diego - CA	Routing Number: 121000248
SWIFT Code:	WFBIUS6S	

Wire Beneficiary: Tepper Technologies Inc.
International Academy of English
1729 5th Avenue
San Diego, CA 92101

(Note: Wells Fargo Bank charges USD 30.00 for the wire transfer fee. Be sure to include this amount to the total fee.)



School Academic Calendar

The schedule for December 4, 2023 – February 13, 2025, is as follows:

Session	Date
Session B	December 4, 2023 – February 1, 2024
Session A	February 5, 2024 – April 4, 2024
Session B	April 8, 2024 – June 6, 2024
Session A	June 10, 2024 – August 8, 2024
Session B	August 12, 2024 – October 10, 2024
Session A	October 14, 2024 – December 12, 2024
Session B	December 16, 2024 - February 13, 2025



Contact:

Irvine

1528 Brookhollow Drive - Suite 400

Santa Ana, California 92705

Phone: +01.949.833-8868

Fax: +01.619.704-0070

irvine@sdiae.edu - www.sdiae.edu