



CLINICAL PASTORAL EDUCATION FINANCIAL POLICY

Purpose:

To assure that Cedars-Sinai Clinical Pastoral Education program addresses tuition, fees, payment schedules, refunds, and benefits.

Policy:

Cedars-Sinai will publicize its tuition and fee schedule for ACPE Certified CPE™. Tuition and fees are determined by the Cedars-Sinai Spiritual Care Department and may be reviewed and/or changed annually. Current tuition and fees are published on the Cedars-Sinai website to which all prospective students are referred. An Information Sheet listing the current tuition and fees will be sent to any prospective student who does not have access to the internet. Unpaid tuition and fees may result in a student's unit of CPE being registered for "0" credit with ACPE until all financial obligations have been met.

Procedure:

Level I or II ACPE Certified CPE™

Application Fee

An application fee of \$30 must accompany any application in order to be considered. All application fees are non-refundable except when the program is full and the application is not considered.

Deposit

A non-refundable deposit of \$150 is required upon acceptance into any program to hold a place in that program. The deposit is applied to the tuition fees. The deposit will be refunded only if the program is cancelled. The terms and the amount of the deposit are also included in the acceptance letter mailed to the student.

Tuition

Tuition is \$550 per unit of Level I or II ACPE Certified CPE™. It is due the first week of the unit unless the student has negotiated a payment plan with the Department Director and the ACPE Certified Educator prior to the beginning of the unit. Tuition and fees paid to the Center do not include books, meals, board, transportation and parking. The Center provides most office supplies. Books are available through the Center's Clinical Pastoral Education Library and the

Cedars-Sinai Medical Library as described in the Student Handbook. The amount of tuition is also included in the acceptance letter mailed to the student. If a payment plan has been negotiated, all tuition must be paid by the last day of a unit. In the case of outstanding financial obligations, the CPE Department will note on the final evaluation “not available for official use”. In the event of failure to pay tuition within twenty-one (21) days of the end of the unit, a student’s unit of CPE may be registered as “0” credit with ACPE until all financial obligations have been met.

Refunds

If a student leaves the program through mutual consent, personal choice, or by decision of a Certified Educator within the first three weeks of the CPE unit, one half of any tuition paid is refunded. No refund will be issued after three weeks from the beginning of the unit. A student’s deposit to hold their program position will not be refunded.

Benefits

There are no stipends or benefits for single-unit CPE Internship programs.

ACPE Certified Educator CPE™

There is no application fee or tuition for Certified Educator CPE.

References:

ACPE Standard 4

Policy #: SCCPE 03

Approvals:

Rev. Pamela Lazor, MDiv
CPE Program Manager

Rabbi Jason Weiner, BCC
Senior Rabbi & Director, Spiritual Care Department

Effective Date: 01/13

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