

CONSUMER INFORMATION FOR CC'S COSMETOLOGY COLLEGE

CONSUMER INFORMATION INTRODUCTION

The financial aid office at CC's Cosmetology College has developed and distributed this consumer information booklet in an effort to answer student's questions that effect the student's receipt of financial aid at the school. As consumers, our students are provided with specific information about the school in this Consumer Information Guide.

ABOUT THIS CONSUMER INFORMATION - Consumer Information is provided to inform students about the programs offered by the school, to describe the sources of student financial aid available, to provide instructions and deadlines for financial aid applications, and to inform students of their rights and responsibilities as financial aid recipients. Consumer Information is available to all students enrolled at the school and to prospective students who request admissions information.

Consumer Information at CC's Cosmetology College includes descriptions of the following:

- ✂ The institution's annual campus security report
- ✂ Information on financial assistance available to students enrolled in the institution
- ✂ The institution's completion or graduation rate and transfer-out rate
- ✂ General information about our institution
- ✂ Information about student rights under FERPA
- ✂ Drug and alcohol prevention information
- ✂ Employment Information

WHAT IS DISCLOSED:

✂ Financial Aid Information -

Type and frequency of financial aid disbursements

Information about loans

✂ Institutional Information-

Locations of campuses

Summary of requirements for the return of Title IV grants or loans assistance by withdrawn students

Entities that accredit, license, or approve the school and its programs and procedures for reviewing school's accreditation, licensing, or approval documentation

Description of any special services and facilities for disable students

Title and availability of employee(s) responsible for dissemination of institutional and financial assistance disclosure information and how to contact them.

COMPLETION/GRADUATION RATES AND TRANSFER OUT RATES -

Completion or graduation rate of cohort certificate or degree-seeking, full time undergraduates who graduated or completed their program within 150% of the normal time for graduation or completion.

SCHOOL LOCATIONS

CC's Cosmetology College

Administrative Offices
11630 E. 21st Street
Tulsa, Oklahoma 74129
(918) 234-9444

11630 E. 21 Street
Tulsa, OK 74129
(918) 234-9612

4439 N.W. 50
Oklahoma City, OK 73112
(405) 943-2300

5610-D W. Skelly Dr.
Tulsa, OK 74107
(918) 779-6070

2729 New Boston Rd. #34
Texarkana, TX 75501
(903) 832-1021

324 Hickory Street
Texarkana, AR 71854
(870) 772-6994

1421 S.E. Washington
Suite 10
Idabel, OK 74745
(580) 208-2301

ACCREDITATION

CC's Cosmetology Colleges are accredited and/or licensed by the following agencies:

NACCAS – 4401 Ford Avenue, Suite 1300, Alexandria, VA 22302 1-703-600-7600.
Oklahoma State Board of Cosmetology – 2401 NW 23rd St., Ste. 84, Oklahoma City, OK 73107 1-405-521-2441.

Workforce Oklahoma & Department of Human Services – 110 S. Hartford, Tulsa, OK 74120/ 1 N. Walker, Oklahoma City, OK 73102.

Department of Rehabilitation Services – AS #24 Central/Departmental Services Unit, 3535 NW 58th St., 3rd Floor, Landmark Tower, Oklahoma City, OK 73112 1-405-951-3434.

Native American Employment and Training Center - 3934 E. Admiral Pl., Tulsa, OK 74115 1-918-834-8800.

American Indian Employment - 408 N. Classen Blvd., Ste. 200, Oklahoma City, OK 73118 1-405-635-1331/6128 E. 38th St., Tulsa, OK

Social Security Administration – 444 S. Houston St., Tulsa, OK 74120/2615 Villa Prom, Oklahoma City, OK 73107 1-405-351-3000.

Creek Nation – PO Box 580, Okmulgee, OK 74447

Cherokee Nation – PO Box 948, Talequah, OK 74465

HANDICAP ACCESSIBILITY

The facility is handicap accessible, with handicap parking, a wheelchair bathroom and large doors for easy access. Appropriate accommodations will be made to assist students with disabilities to facilitate learning.

CAMPUS SECURITY

No crimes reported in the past 3 years at our institution.

This report is to inform you of the procedures to follow in reporting emergencies and crimes on campus. The Director, all Instructors and staff will serve as Campus Security Personnel.

Any and all suspicious activities, crimes or other security problems should be reported immediately to an available staff member. This person will then take action suited to the nature of the report activity.

Written reports will be made when appropriate and kept in the school files. When it is deemed necessary by school personnel, outside help, local police, sheriff's department, federal officers, etc. will be called in. School officials will cooperate in every way possible with any investigation conducted by these entities.

Please note that school policy prohibits use, sale or possession of illegal drugs on school property or at school functions. Alcohol violations or drinking on campus will not be tolerated. Any student or employee with alcohol or drug problems will be referred to a local center for treatment.

As required by Federal law, listed below are all reported occurrences of criminal activities on campus for the last three years.

| | 2013 | 2014 | 2015 |
|----------------------|------|------|------|
| Murder | 0 | 0 | |
| 0 | | | |
| Rape | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Liquor Law Violation | 0 | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 |
| Weapon Possession | 0 | 0 | 0 |
| Theft | 0 | 0 | 0 |
| Sexual Harassment | 0 | 0 | 0 |
| Sexual Offenses | 0 | 0 | 0 |
| Hate Crimes* | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |

| | | | |
|-----------|---|---|---|
| Car Theft | 0 | 0 | 0 |
|-----------|---|---|---|

*Hate crimes are described as ones that manifest evidence of prejudice based on race, religion, sexual orientation or ethnicity as prescribed by the Hate Crimes Statistics Act.

SUBSTANCE ABUSE - Information regarding counseling and assistance for substance abuse is available in student's registration packet and they must sign for the information. A copy of our substance abuse policy is attached as an addendum. Other information may be obtained by contacting the Directors Office.

ADDITIONAL SCHOOL INFORMATION - may be obtained about the school during normal working hours from 9:00 a.m. to 5:00 p.m. Monday through Friday or by a prearranged appointment.

CONSUMER INFORMATION

As a school participating in the Federal financial aid programs, we ascribe to the following principles and practices in our administration of Federal financial aid programs in an effort facilitate and expedite the delivery of Federal funds to students.

PRINCIPLES AND PRACTICES OF FINANCIAL AID ADMINISTRATION

1. The purpose of student financial aid is to provide monetary assistance to students who benefit from further education but who could not otherwise attend. We might be able to suggest some ways you might open the door to achieve your goals by discussing the possibility of student financial aid for use at our school. Before you decide you cannot afford specialized training, take a few minutes to consider whether you can afford NOT to further your education.
2. Student financial aid is offered to an applicant only after the school has determined the resources of the family are insufficient to meet the student's educational expenses. The amount of student financial aid offered will not exceed the amount needed to meet the difference between the students total educational costs and the family's contribution less other sources financial aid that may be available to the student.
3. The amount and type of self-help (loans and work) expected from students is related to circumstances of the individual.

GENERAL INFORMATION

FEDERAL FINANCIAL AID PROGRAMS AND PROGRAMS AVAILABLE AT OUR INSTITUTION - The U.S. Department of Education offers the following student financial aid programs that CC's Cosmetology College participates in:

1. Federal Pell Grant
2. Federal Direct Loans

Grants are financial aid you do not have to pay back. Loans are borrowed money that you must repay with interest.

Contact financial aid office for more information.

ELIGIBILITY REQUIREMENTS -To be eligible to receive aid, you must meet the following requirements:

1. You must be enrolled or accepted for enrollment as a regular student in an eligible program at an eligible school. A regular student is one who is enrolled in a school to obtain a degree or certificate. An eligible program is a program that leads to a degree or certificate at a school that participates in financial aid programs.
2. You must have a high school diploma, a GED, or demonstrate the ability to benefit from the program or training offered.
3. You must meet the enrollment status requirement.
4. You must be an U.S. citizen or an eligible non-citizen. If you are an eligible non-citizen, you must have:
 - a. An Alien Registration Receipt Card - I-151, I-551, or I-551C;
 - b. An Arrival-Departure Record (I-94) stamped as a Refugee, Asylum Status, Condition Entrant (before April 1, 1980), Parolee, or Cuban-Haitian Entrant;
 - c. A Temporary Resident Card (I-688).
5. You must exhibit financial need.
6. You must sign a Statement of Educational Purpose by which you agree to use financial aid funds only for education-related expenses
7. You must maintain satisfactory academic progress in your program.
8. You must have registered with the Selective Service if you are required to do so. This registration requirement applies to males who:
 - a. are U.S. citizens or eligible non-citizen;
 - b. were born on or after January 1, 1960;
 - c. are at least 18 years old; and
 - d. are not on active duty in the armed forces.
9. You must not be in default on a Title IV student loan borrowed for attendance at any school or owe a repayment on a Title IV grant or scholarship received for attendance at any school.
10. You must not have borrowed in excess of Title IV loan limits.
11. You must not be enrolled concurrently in an elementary or secondary school.
12. You must not have been denied Title IV financial aid in connection with a conviction for drug trafficking or possession.

FINANCIAL NEED - Federal student financial aid programs require a financial needs analysis. The purpose of the needs analysis system is to establish the amount of financial aid you need. The amount of aid you receive if you meet the eligibility requirements depends on whether you and your family are considered to have financial need. Financial need is the difference between the cost of education and what you and your family are expected to contribute towards your education. The costs that are generally considered in the cost of education are tuition and fees, room and board, books and supplies, transportation and personal expenses. Your family's expected contribution is determined by a standard formula which considers your annual adjusted gross income, home equity, savings, stocks or bonds, other assets in the form of a business, farm or real estate, and non-taxable income and benefits.

DEPENDENCY STATUS - Based on how you answer certain questions on your Application for Federal Student Aid, you will be considered either dependent on your parents or independent. If you are considered dependent, your financial need is calculated on the basis of you and your spouse's (if applicable) resources, as well as your parents' resources. If you are considered independent your financial need is calculated on the basis of you and your spouse's (if applicable) resources,

An independent student is one who meets one of the following criteria:

1. You are at least 24 years old by December 31 of the award year;
2. You are a veteran of the U.S. Armed Forces;
3. You are a ward of the court or both of your parents are deceased and you do not have an adoptive parent or legal guardian.
4. You have a legal dependent other than a spouse.
5. You are married.

If you do not meet any of the criteria above but think you have unusual circumstances that would make you independent, talk to our financial aid administrator. Our financial aid administrator can use professional judgment to change your status to independent if your circumstances warrant it. However, this is not automatic and our financial aid administrator's decision is FINAL - you cannot appeal it to the U.S. Department of Education. If your dependency status changes at anytime throughout the award year, you must notify financial aid administrator immediately

TITLE IV PROGRAMS

FEDERAL PELL GRANTS - Pell Grants are awards to help undergraduate students pay for their education. The Federal Pell Grant Program is the largest Federal student aid program. These grants provide a "foundation" of financial aid, to which aid from other Federal and Non-Federal sources may be added. Unlike loans, grants do not have to be paid back. If you received your first Pell Grant during or after the 1987-88 award year, your Pell Grant eligibility is limited to five full years of undergraduate study, not including remedial course work. You can receive a Pell Grant for up to one full year of remedial courses. The Department of Education uses a standard formula, revised and approved every year by Congress to evaluate the information you report when you apply for a Pell Grant. The formula produces Pell Grant Index number. Your Student Aid Report (SAR) contains this number and will tell you whether you are eligible for a Pell Grant. The awards range up to \$2340 for 1995-96. Once you have submitted all three or four parts of your Student Aid Report, the financial aid office will calculate the amount for which you are eligible. The FAA will then credit your award to your account, pay you directly, or use a combination of these methods. You will receive an award letter informing you in writing how much your award will be and how and when you will be paid.

HOW TO APPLY FOR FEDERAL PELL GRANT

Our financial aid office will specify which forms you need to complete and submit to apply for Federal Aid.

1. Application for Federal Student Aid

If you meet all of the eligibility requirements, you should request an Application for Federal Student Aid from our school's financial aid office. You should read the instructions thoroughly and complete each question on the application. Pay close attention to the questions about your dependency status and income because these are the areas where most mistakes are made. The length of the program for which you are enrolled will determine under which award year you will apply. The award year covers the period from July 1 through June 30. If your course extends beyond June 30, your award eligibility will be calculated for the portion of the program to be completed through June 30. In order to receive the remainder of your award, you must file an Application for Federal Student Aid for the next award year when the applications become available.

To fill out the application, you will need certain records. The most important record is your base year tax return. You will need your tax return, your parents' tax return (if you are dependent), and your spouse's tax return (if you are married). You may also need copies of your W-2's, mortgage information, social security benefits statements and other agency benefits records.

You should apply as soon as possible. It will take up to four weeks for your application to be processed at the Processing Center. You may have to confirm or correct the information report and return it to be reprocessed. This can take another two weeks. You may also have to verify some of the information you reported on the application.

2. Student Aid Report (SAR)

The information you reported on the Application for Federal Student Aid is reflected on the Student Aid Report (SAR) which is sent to you after the Processing Center receives your application. This report gives you information, which is used to determine your eligibility for Federal Student Aid.

The Pell Grant Index (PGI) reported on the SAR is used to determine your eligibility for Pell. After you make sure the information reported on your SAR is correct, you should submit your SAR to the financial aid office. The financial aid administrator can then determine your aid eligibility as well as assist you with any corrections that need to be made. In addition to completing an Application for Federal Student Aid, you may be required to fill out additional forms during your initial interview with the financial aid administrator. These forms gather personal information and are to remain in your file at the school.

DEFERMENT OPTIONS FOR STUDENTS WITH LOANS BEFORE ENTERING OUR INSTITUTION

Once you have begun to repay your loan, there are certain options to help you if you need to postpone repayments. Deferment may be available if you are unemployed, stay in school full or part-time, join the Army, Navy, or other Armed Service, or work in the Peace Corps or are a full-time volunteer.

You have a legal obligation to repay your loan, regardless of your financial situation. However, your lender may allow you to have a short period of time in which you do not have to make payments, extend the amount of time during which you will make payments, or make smaller payments than you are scheduled to make.

DEFAULT

If you don't make loan payments when they are due, you will be considered in default. You are in default on your loan if either you don't do what you are supposed to do under the terms of the Promissory Note or you are 180 days late in making a payment and the agency that has guaranteed your loan determines that it is reasonable to believe that you do not intend to repay your loan. Paying back your loan on time is a way of building good credit. Some big problems can occur if you don't pay your loan back on time, such as:

1. Loss of federal and/or state income tax refunds;
2. Loss of eligibility for further financial aid;
3. Effected credit scores;
4. Wage garnishments.

OTHER SOURCES OF FINANCIAL AID

In addition to Federal and State programs, you may be eligible for other programs, which provide assistance for educational costs. These benefits, like grants, do not have to be repaid.

VOCATIONAL REHABILITATION - The Division of Vocational Rehabilitation provides services and financial assistance for education to students with certain disabilities. Further information can be obtained from the Division of Vocational Rehabilitation.

SCHOLARSHIPS - Various scholarships may be available through Civic Organizations, City, County and State Organizations, or through Private individuals or industry. Check with your FAA to get information on the availability of scholarships.

DEADLINES - All steps involved in applying for financial aid are accompanied by special deadlines. The Department of Education sets these deadlines, and there are no exceptions. If these deadlines are not met, it may cause you to lose out on financial aid.

DETERMINATION OF AWARD - Calculations and analysis are performed with each student's application data in evaluating eligibility and awarding aid and follows:

COST OF ATTENDANCE (BUDGETS)

*The Pell grant cost of attendance is determined as follows:

Total Tuition Hours/Credits per Academic Year Academic
and Fees X Total Hours/Credits in Program = Academic Year Tuition and Fees
Academic Year Tuition and Fees + Room and Board and Miscellaneous Fees = Cost of
Attendance

A room and board allowance is used for a student who lives in the home of his parents and a student who lives away from home. This amount changes each year. Contact the school to find out the amount allocated for the current year. The Pell Grant cost of attendance is documented on the need analysis of each applicant.

Pell Grant Programs cost of attendance is determined by adding the tuition, fees, books, supplies, and equipment (direct costs) to the estimated living costs (indirect costs) for the length of the academic period. Estimates of monthly Living Expenses:(Budget) Room and Board, Personal Expenses and Transportation Cost is computed by the Financial Aid Office and may be obtained from the Director if so desired. Check with your Financial Aid Office for the current budget figures.

CRITERIA USED TO DETERMINE AWARD - You will be considered for all financial aid programs for which you are eligible. The amount of student financial aid awarded in generally a combination of grant, loan, and employment, and is based upon financial need. The following is an example of how financial need is determined and the resulting student financial aid package.

Below are estimated figures and are to be used only as a guide:

FROM CONGRESSIONAL METHODOLOGY NEED ANALYSIS

Estimated Family

| Total Educational Cost | Contribution From: |
|--------------------------|-----------------------------------|
| ----- | ----- |
| Tuition and Fees \$4,000 | Parents' income and assets \$ 390 |
| Room and Board 2,796 | Student's income and assets 700 |
| Books and Supplies 300 | |
| Personal Expenses 804 | ----- |
| Transportation 810 | Total Contribution \$1,090 |
| ----- | ----- |
| TOTAL COST \$8,710 | TOTAL NEED \$7,620 |

The student financial aid package for the above need of \$7,620 might look like the following:

Pell Grant \$3,125 (estimated grant funds allocated)
Total Aid Offered \$3,125 (Cannot exceed total need)

The previous chart is only a guide and your expected family contribution will be determined by the needs analysis formula approved by the Department of Education and your school's cost of attendance. Note: The above figures are not the figures used by the College to determine Student's need. The exact figures can be obtained by contacting the Financial Aid Office.

COMPLAINTS – Students having complaints about their financial aid should contact the Financial Aid Director to resolve the problem.

The following forms are completed during, the financial aid interview to document that you met the general eligibility requirements for Federal financial aid:

1. MASTER PROMISSORY NOTE:

The Statement that the student is required to sign certifies the agreement to the following: to provide information that will verify the accuracy of your completed form. This information may include a copy of your U.S. or State Income Tax form. Also you certify that you (1) will use federal and/or state student financial aid only to pay the cost of attending an institution of higher education, (2) are not in default on a federal student loan or have made satisfactory arrangements to repay it, (3) do not owe money back on a federal student grant or have made satisfactory arrangements to repay it, (4) will notify your school if you default on a federal student loan, and (5) understand that the Secretary of Education has the authority to verify income reported on this application with the Internal Revenue Service. If you purposely give false or misleading information, you may be fined \$10,000, sent to prison or both.

If you receive aid in more than one award year, you must sign a Statement to cover each award year. However, a Statement for the second award year is not required if all three of the following conditions exist:

- A. The program is not longer than one academic year;
- B. The enrollment is not longer than one calendar year;
- C. The Selective Service registration status did not change since the original statement was filed.

3. AUTHORIZATION TO CREDIT STUDENTS ACCOUNT - The student will sign a form that authorizes the school to credit your account with the financial aid funds included on your award letter.

4. BUDGETING ASSISTANCE - In the event you overpay the school while in attendance, your credit balance shall be returned to you within a reasonable length of time. (30 days is considered reasonable.) In the event you overpay the school and are not still in attendance, the overpayment shall be returned to your (1) Pell Grant account, (2) Subsidized Loan, (3) Unsubsidized Loan and other programs, if applicable, and to the student if no Pell Grant loans or other aid is involved. Refunds are made within 30 days or refunded in accordance with the school's refund policy.

5. PERMANENT RESIDENT DOCUMENTATION - If you are not an U.S. citizen, you must provide evidence that you meet the eligible non-citizen definition. The FAA must obtain a photocopy of the Immigration and Naturalization Service document, which demonstrates your permanent residence status.

VERIFICATION - You may be selected for Verification by either the Department of Education or by the school. Verification means proving what you reported on your application is correct. If selected, you are expected to provide the required documentation upon request. Normally, this documentation should be submitted within two weeks of the request. However, we recognize that sometimes it is necessary to obtain this data from outside sources, which could present additional delays, which are beyond your control. Therefore, while you must provide evidence of having made all efforts to obtain the necessary documentation, a longer period of time is permitted, as long as you meet all Federal submission deadline dates for the Federal Pell Program. After the verification procedure has been completed, you will receive an award letter, which notifies you of the programs, and amounts for which you are eligible. The school is required by Federal regulations to make referrals to the Department of Education and Department of Justice if it is suspected that aid was requested under false pretense. This school takes very seriously the proper stewardship of Federal Funds and will cooperate with government agencies in the full prosecution of students who were found to provide incorrect data. You must comply with the verification requests noted in the cement section of the SAR and any additional requests made by the school by completing the verification forms provided with the SAR or the school's own form. You must also submit any additional documents requested.

DISBURSEMENT PROCEDURES - Our school will notify you in writing the total amount and source of your award and the dates when your award will be disbursed. The lender will notify you in writing the total amount of your loans and the dates when your loan will be disbursed. Any amounts remaining after direct educational expenses such as tuition, fees, and charges for books and supplies are paid will be disbursed directly to you. If Pell funds do not cover these expenses then student is responsible for these expenses.

One half of your total award will be disbursed during your first semester. Subsequent disbursements will be made during each semester if the student maintains satisfactory progress. A discussion of satisfactory progress can be found in the school catalog.

REFUNDS - You must keep in mind that when you apply for financial aid, you sign a statement of educational purpose. Therefore, if you withdraw before completing your program, a portion of the funds you received may have to be returned. The school will calculate the amount of tuition it must return to the Federal funds according to the refund policy listed in the school's catalog. In the event you received financial aid that was over and above the amounts necessary to pay for tuition, books, and school charges, the school will calculate the amount that you must pay back to the Federal program.

You will be sent written notification from the school as to the school's charges, payments made against school charges, the amount of any refunds, the distribution of any refunds made, and the date that such refunds were executed. The school must make refunds within 30 days from the student's termination date to the Dept. of Education.

RIGHTS AND RESPONSIBILITIES OF STUDENTS RECEIVING FEDERAL FINANCIAL AID

You have the right to know:

1. The names of the organizations which accredit and authorize the school to operate;
2. About the programs, the faculty, and the physical facilities at the school;
3. The cost of attending the school;
4. The school's policy on refunds for student drops prior to completion of the course.
5. About the financial aid available from federal, state, local, private, and institutional financial aid programs;
6. The procedures and deadlines for submitting applications for each available financial aid program;
7. The criteria used to select financial aid recipients;
8. How your financial need is determined - this includes how costs for tuition and fees, room and board, books and supplies, travel, personal and miscellaneous expenses are considered in your budget;
9. The type and amount of assistance in your financial aid package;
10. How and when the assistance will be received;
11. How the school determines whether you are making Satisfactory Progress and what happens if you are not;

Student Responsibilities:

1. You must complete all application forms accurately and submit them on time to the right place.
2. You must provide correct information.
3. You must provide all additional documentation, verifications, corrections and/or other information requested by either the student financial aid office or the agency to which you submitted your application.
4. You are responsible for reading and understanding all forms that you are asked to sign and for retaining your copies.
5. You must accept responsibility for all agreements that you sign.
6. You must be aware of and comply with the deadlines for application or re-application for student financial aid.
7. You should be aware of your school's refund policies and procedures.
8. You are responsible for reporting name and address changes-directly to the financial aid office and to the lenders of any educational loans that you have received.
9. You are responsible to bring or send the Student Aid Report (SAR) to the Financial Aid Office in time to complete the verification process.
10. You are responsible to bring or send any supporting documentation that is necessary to verify information in time to complete the verification process.
11. You are responsible to pay any overpayment that is discovered during verification.

FINANCIAL AID STAFF

Chiquita Carter – Owner (ccscollege@msn.com)

RIGHTS UNDER FERPA

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education records within 45 days of the day the University receives a request for access. Students should submit to the registrar, dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate. Students may ask the University to amend a record that they believe is inaccurate. They should write the University official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

[Optional] Upon request, the University discloses education records without consent to officials of another school in which a student seeks or intends to enroll. [NOTE: FERPA requires an institution to make a reasonable attempt to notify the student of the records request unless the institution states in its annual notification that it intends to forward records on request.]

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by State University to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

Completion, Placement and Licensure:

As per the National Accrediting Commission of Cosmetology Arts and Sciences, our most recent official rates for 12 are as follows:

| | |
|-------------------------|---------------|
| Completion Rate: | 76.47% |
| Employment Rate: | 50% |
| Licensure Rate: | 91.67% |