Paul Mitchell The School Las Vegas

VA ADDENDUM TO THE CATALOG

VA INSTITUTIONAL REFUND/DROP POLICY

- Each postsecondary educational institution shall have a policy for refunds which at least provides:
  - That if the institution has substantially failed to furnish the training program agreed upon in the enrollment agreement, the institution shall refund to a student all the money the student has paid.
  - That if a student cancels his or her enrollment before the start of the training program, the institution shall refund to the student all the money the student has paid, minus 10 percent of the tuition agreed upon in the enrollment agreement or $100, whichever is less.
  - That if a student withdraws or is expelled by the institution after the start of the training program and before the completion of more than 60 percent of the program, the institution shall refund to the student a pro rata amount of the tuition agreed upon in the enrollment agreement, minus 10 percent of the tuition agreed upon in the enrollment agreement or $100, whichever is less.
  - That if a student withdraws or is expelled by the institution after completion of more than 60 percent of the training program, the institution is not required to refund the student any money and may charge the student the entire cost of the tuition agreed upon in the enrollment agreement.
- If a refund is owed pursuant to subsection 1, the institution shall pay the refund to the person or entity who paid the tuition within 15 calendar days after the:
  - Date of cancellation by a student of his or her enrollment;
  - Date of termination by the institution of the enrollment of a student;
  - Last day of an authorized leave of absence if a student fails to return after the period of authorized absence; or
  - Last day of attendance of a student, whichever is applicable.
- Books, educational supplies or equipment for individual use are not included in the policy for refund required by subsection 1, and a separate refund must be paid by the institution to the student if those items were not used by the student. Disputes must be resolved by the Administrator for refunds required by this subsection on a case-by-case basis.
- For the purposes of this section:
  - The period of a student's attendance must be measured from the first day of instruction as set forth in the enrollment agreement through the student's last day of actual attendance, regardless of absences.
  - The period of time for a training program is the period set forth in the enrollment agreement.
  - Tuition must be calculated using the tuition and fees set forth in the enrollment agreement and does not include books, educational supplies or equipment that is listed separately from the tuition and fees.

VA TRANSFER STUDENTS

Students using VA Education Benefits are required to provide all post secondary and military education transcripts for evaluation. Each transcript must be submitted as an official document.

Paul Mitchell The School Las Vegas evaluates all VA student transcripts for prior credit up to 420 clock hours. The number of transferable hours depends on the program previously attended. The school does not accept credit or hours from non-cosmetology programs.

PAYMENT OF FEES FOR STUDENTS USING VA BENEFITS AS REQUIRED BY TITLE 38 UCS 3679 (E)

Once the Veteran Student has submitted a copy of his/her Certificate of Eligibility (COE) for VA Funding, the college will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from VA under chapter 31 or 33.

VA ACCREDITED COURSE RECORD RETENTION

Adequate records are kept by the school to show the progress of each veteran or eligible person. The schools records will include documentation to show continued pursuit at the rate for which enrolled and the progress being made. The school will also maintain final grad in each subject for each Satisfactory Academic Evaluation period for all subjects. The school will also maintain a final progress report to include the last date of attendance courses, and examination results. For students that withdraw and reenter the school will maintain records of re-enrollment in all subjects which will also include records of attendance, grades and examination results in the course enrolled.

VA DISTANCE EDUCATION

Non-College Degree (NCD) programs are not approved for online training and are only approved for resident training. These residential training programs have only been eligible to receive benefits for distance learning because of the temporary protections provided by legislation through June 1, 2022.

Accordingly, after June 1, 2022, these veterans benefits will no longer be authorized. From June 2, 2022, (the day after the COVID-19 covered period expires), until June 30, 2022, the student will remain eligible to receive veterans benefits (tuition and fee payments as well as MHA payments) for the converted course if such training is still offered by the school via the unapproved modality. In such cases, the student **must** return to resident training for veterans benefits to continue after June 30. If the student continues with distance learning after benefits are no longer authorized in a program not approved to receive veterans benefits for distance learning, veterans benefits payments will be terminated, and a tuition and fee debt may be created.

Importantly, the student must have already begun training on or before June 1, 2022, for this protection to apply. Enrollments for training beginning after June 1, 2022, will not be afforded these protections.