

Dimensions School of Hair Design Teach-Out Plan

If the Institution closes permanently and ceases to offer instruction after student have been enrolled, or if a Program is cancelled after students have enrolled, and instruction has begun, this Teach Out Plan will comply with the following requirements after the pro-rata refund calculation has been made for all student involved.

The Institution acknowledges that in the event of an actual planned Closure the Institution:

- A. Will determine the date the last student should complete their course, and remain open until that date.**
- B. The Institution will satisfy any outstanding financial obligations to Local, State, or Federal providers of financial aid.**
- C. Will notify NACCAS in accordance with Section 4.12 of the NACCAS *Rules of Practice and Procedure*.**
- D. Will provide NACCAS a list of the students who were enrolled at the time of the Closure announcement, including arrangements made for each student.**
- E. Will put all relevant information regarding the Closure on its website and all social media customarily used by the Institution to communicate with the students and/or public.**
- F. Will comply with all State or Federal laws regarding record maintenance.**
- G. Will provide to NACCAS and the Missouri State Board of Cosmetology & Barber Examiners the name and contact information of the custodian of the Institution's files and the address of where those files will be kept.**

The Institution also acknowledges that in the event of an unplanned Closure:

Enrolled students will have the choice between (1) one of the following (2) two following options;

Option 1

- A. Student elects to receive a pro rata refund.**
- B. The Institution will satisfy any outstanding financial obligations to Local, State, or Federal providers of financial aid.**
- C. The Institution will notify NACCAS in accordance with Section 4.12 of the NACCAS *Rules of Practice and Procedure*.**
- D. The Institution will provide NACCAS a list of the students who were enrolled at the time of the Closure, including arrangements made for each student.**

- E. The Institution will put all relevant information regarding the Closure on its website and all social media customarily used by the Institution to communicate with the students and/or public.
- F. The Institution will comply with all State or Federal laws regarding record maintenance.
- G. The Institution will provide to NACCAS, the Missouri State Board of Cosmetology & Barber Examiners, and to all enrolled students the name and contact information of the custodian of the Institution's files and the address of where those files will be kept.
- H. The Institution will immediately provide all enrolled students with a copy of the NACCAS "How to Locate an Accredited Institution within Your Field of Study" document.

Option 2

- A. The Institution plans an intention to enter into a Teach-Out Agreement.
- B. The Institution will notify NACCAS in accordance with Section 4.12 of the NACCAS *Rules of Practice and Procedure*.
- C. The Institution shall, in the event a Teach-Out becomes necessary, shall arrange for individual notice to all affected students of the availability of the Teach-Out Plan, and diligently advertise such availability. The agreement among Institutions may provide that Teach-Out notices may be sent by the Teach-Out Institution.
- C. The Teach Out Agreement will be made with an accredited institution in the same geographic area which provides the same Program of study or a substantially similar Program of study, located within the 50 mile radius that is required by the U.S. Department of Education and NACCAS, the Institution's accrediting agency. All students will be given a reasonable opportunity to promptly resume and complete their canceled Program of study.
- D. The Institution will complete a list of students currently enrolled in each Program of study at the closing institution with the Program requirements completed by each student and submit to NACCAS.
- E. All potentially eligible students will be provided with the following contact information for obtaining a closed school discharge. Contact information with the U.S. Department of Education is:

Barbara Hoblitzell at (202)453-7583 or by email at: Barbara.Hoblitzell@ed.gov.

Brian Smith at (202)453-7440 or by email at: Brian.Smith@ed.gov.
- F. The Institution will provide NACCAS, the Missouri State Board of Cosmetology & Barber Examiners, and all enrolled students, the name and contact information of the custodian of all the Institution's files and the address where those files will be kept.

- G. The institution will provide information on the number and types of credits or clock hours the Teach-Out Institution is willing to accept. The Institution will also provide a clear statement to students of the tuition and fees, by breakdown of individual costs, of the educational program, including any additional charges, at the Teach-Out Institution.**
- H. The Institution will receive from the Teach-Out Institution and submit to NACCAS with each Teach-Out Agreement:**
 - 1. Copy of Teach-Out Institution's Enrollment Agreement**
 - 2. Copy of Teach-Out Institution's Catalog**
 - 3. Copy of Teach-Out Institution's license issued by the Missouri State Board of Cosmetology & Barber Examiners**
 - 4. And any other additional information, if applicable**
- I. The Teach-Out Institution(s) must not:**
 - 1. Be subject to a Teach-Out Event itself.**
 - 2. Be under investigation for, be subject to an action concerning, or being Prosecuted for an issue related to academic quality, misrepresentation, fraud or other severe matters by a law enforcement agency.**
- J. If an Institution that is party to a Teach-Out Agreement has learned that another party to the Agreement plans to close, NACCAS must be notified, in accordance with 4.12 of the *NACCAS Rules of Practice and Procedure*.
The closing Institution must:**
 - 1. Submit to NACCAS a list of student who were enrolled at the time of Closure and indicate the arrangements made for each affected student.**
 - 2. Submit to NACCAS copies of all notifications from the Institution to its students related to the Institution's closure or to Teach-Out options to ensure the information accurately represents student's ability to transfer credit and clock hours. NACCAS may require corrections to any such notifications.**
 - 3. Comply with applicable state and/ or federal laws regarding record maintenance.**
 - 4. Provide NACCAS and all enrolled students with the name and contact information of the custodian of its files and the address where the files will be kept.**
 - 5. Post all information regarding the Closure on its website and all social media customarily used by the Institution to communicate with the students and/or public.**

Schools within our 50 mile demographic area are:

City Pointe Beauty Academy Webb City, MO, approx. 10 miles

Neosho Beauty College, Neosho, MO, approx. 25 miles

There are no other Cosmetology schools in our area. Springfield, Mo would be the next closest, at approximately 60+ miles, or a 1 hour drive.