

Bryant & Stratton College
General Student Disclosures
Published September 2020

Computer Technology Standards for All Students

I understand that I must have ready-access to a desktop computer or laptop computer for online course work and that I will require computer technology to complete out-of-class assignments required for all courses (campus and online). The Computer Technology Standards are found on the Bryant & Stratton College website and detail the technical requirements of hardware and internet connectivity for enrollment at the College:

<https://www.bryantstratton.edu/admissions/online/technology-requirements>

Computer and Internet Policy

I have been provided access to and review the Computer and Internet Policy available at:

<https://www.bryantstratton.edu/pdf/computerinternetpolicy.pdf>. I fully understand the terms of this policy and agree to follow the guidelines.

Participation Agreement

The Bryant & Stratton College Attendance Policy, Online Schedule, Online Course Expectations and Blended Learning Expectations are available in the Official Catalog at <https://catalog.bryantstratton.edu>. I affirm that I have reviewed and understand the same.

Tuition and Fees Agreement

A detailed accounting of all applicable tuition and fees, along with program-specific and/or campus-specific fees, has been made available to me in the Bryant & Stratton College Official Catalog and via the Student Right to Know page at:

<https://www.bryantstratton.edu/degrees/student-right-to-know>

Financial Assistance Information

Bryant & Stratton College participates in several different financial assistant programs. Assistance on financial planning for families on an individual basis. Information on the various federal, state and institutional financial assistance programs available to students can be found in our Official Catalog:

<https://catalog.bryantstratton.edu/>

Cancellation & Refund Policy

Bryant & Stratton College's Cancellation & Refund Policy is outlined and explained in the Official Catalog available here:

<https://catalog.bryantstratton.edu/>

Licensure and Certification Acknowledgement

Certain state certification and licensure boards may have specific educational requirements for programs to lead to a license or non-governmental certification that is a precondition for employment in a recognized occupation. Unless otherwise specified, Bryant & Stratton College's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed

occupations, vocations, or professions are not explicitly detailed, Bryant & Stratton College has not made a determination with respect to the licensure or certification requirements of those occupations, vocations or professions. Licensure-track programs may limit enrollment to students in certain states. I acknowledge that I am responsible for understanding the requirements of licensure or certification procedures specific for my desired career path. Such requirements may change during the course of my education. I recognize that I will not automatically be licensed or certified in any way upon program completion.

Although certain programs are designed to prepare you to take various optional certification exams, Bryant & Stratton College cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the College having appropriate accreditation or licensure.

Students enrolling in any of the following programs should refer to their specific Academic Program Disclosure for important accreditation, licensure and/or certification information:

- Licensed Practical Nurse, Diploma
- Nursing, AAS
- RN-BSN
- Nursing Generalist, BSN
- Occupational Therapy Assistant, AAS
- Physical Therapist Assistant, AAS
- Medical Assisting, AAS
- Criminal Justice and Security Services, Diploma
- Criminal Justice Studies, AAS
- Early Childhood Care and Development, Diploma
- Early Childhood Education, AAS
- Health Services Administration Assistant, Diploma
- Health Services Administration, AAS
- Health Services Administration, BS
- Medical Services Management, BBA
- Human and Social Services Assistant, Diploma
- Human and Social Services, AAS
- Human and Social Services, BS
- Legal Office Assistant, Diploma
- Paralegal Studies, AAS

Transfer Credit Policy Acknowledgement

As part of the admission process at Bryant & Stratton College, I understand that it is my responsibility to make sure the College has my **official** transcripts from all previous regionally-accredited institutions I have attended. I further understand that all requests for transfer credit must be completed prior to the end of the first semester of my enrollment at Bryant & Stratton College and that it is within the sole discretion of the College

Bryant & Stratton College
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which, if any, prior credits or coursework will be accepted for transfer credit. The transfer of credits from other regionally-accredited institutions to Bryant & Stratton College is governed by the College's Transfer Credit Policy outlined in the Official Catalog. Additional resource concerning the transfer credit process are provided here: <https://www.bryantstratton.edu/admissions/transfer-student/transfer-credits>

Residency Requirement for Extension Site Students

Enrolling in a program taught at an Extension Site requires residency of at least one (1) course at the main campus. The required course cannot be an internship. If you are enrolling in one of the following programs, please note that only some courses from these programs are available at these campuses. You will be required to attend courses at one of our other NY campuses (or online) in order to completed your degree. The course(s) you are required to complete at the main campus will be provided to you along with an explanation of all courses required in your major at the time of Academic Advisement:

- Albany Campus: General Management, BBA; Medical Reimbursement & Coding, AAS.
- Amherst Campus: Health Services Administration, BS; Criminal Justice Studies, AAS; Criminal Justice & Security Services, Diploma; Restaurant & Hotel Management, AAS.
- Buffalo Campus: Health Services Administration, AAS; Medical Reimbursement & Coding, AAS.
- Greece Campus: General Management, BBA; Medical Reimbursement & Coding, AAS.
- Henrietta Campus: General Management, BBA; Medical Reimbursement & Coding, AAS; Health Services Administration, BS.
- Syracuse Campus: General Management, BBA; Health Services Administration, BS.
- Syracuse North Campus: General Management, BBA.

As an Extension Site student, I acknowledge that I understand and agree to meet these requirements to earn my degree.

Athletics Performance Disclosure

Graduation performance for full-time first-time students receiving athletically related aid is reported by Bryant & Stratton College here: https://www.bryantstratton.edu/pdf/Graduation_Rate_Athletics.pdf

Athletics Program Disclosure

Athletics program information reported by Bryant & Stratton College is available through the U.S. Department of Education here: <https://ope.ed.gov/athletics/#/>

Racine Program Disclosures

Only the following academic programs may be fully completed at Bryant & Stratton College's Racine

Campus: Medical Assisting, Associate Degree; Nursing (LPN), Diploma and Nursing Generalist, BSN. Enrolling in any program outside of these means that while your general education courses may be completed at the Racine Campus, all program-specific courses will need to be completed at either the Wauwatosa or Bayshore Campuses (or online, as available) in order to ensure timely completion of your program.

I have been advised if I enroll in any program at the Racine Campus other than Medical Assisting, AAS; Nursing (LPN), Diploma and Nursing Generalist, BSN, that I may only complete my general education courses at the Racine Campus and will be required to complete all program-specific courses at an alternative Wisconsin campus. I request enrollment with full understanding of the same.

FSR Disclosure

Bryant & Stratton College has the right to decline readmission for certain suspension or dismissals including, but not limited to, violations of the College's Code of Conduct. I understand that if I am accepted for readmission following suspension or dismissal from Bryant & Stratton College, my acceptance will be on a probationary basis. If my dismissal was related to not maintaining Satisfactory Academic Progress (SAP), I will be required to submit documentation demonstrating my readiness and ability to return to class, attend regularly and succeed. Continuation of my academic program with probationary status requires that I satisfactorily meet academic and attendance requirements of the College, fulfill my Academic Plan as may be required of me, and comply with the Standards of Academic Progress as outlined in the Official Catalog. Failure to do so will result in my suspension or final dismissal. I understand that before my Application for Readmission is processed, any prior tuition balances and federal or state student aid eligibility issues must be resolved and that – if re-admitted – I am responsible for payment of tuition and fees from my personal funds if I remain ineligible to receive financial aid funds due to my unsatisfactory academic progress for any other reason.

General Disclosures

Bryant & Stratton College offers a detailed website directory – in addition to its Official Catalog – where students can access important information regarding academic programs, accreditation and approvals, policies, performance, student satisfaction and other resources. This consumer information is available on Bryant & Stratton College's website at: <https://www.bryantstratton.edu/degrees/student-right-to-know>

Non-discrimination Policy

Please note that racial/ethnic data on the Application for Admissions is not mandatory. Responses will be held confidential and there is no penalty for refusal to supply this information.

Bryant & Stratton College
General Student Disclosures
Published September 2020

Bryant & Stratton College is committed to maintaining an environment in which all students are treated with deserved respect and dignity. To that end, Bryant & Stratton College expressly prohibits discrimination on the basis of race, color, national origin, age, sex, perceived gender identity, disability, religion, political affiliation or any other characteristic protected by governing law in the administration of its educational policies, admission policies, scholarship and loan programs, and other College-administered programs. It is the policy of Bryant & Stratton College to comply with the statutes and regulations outlined in the current Official Catalog and further explained on Bryant & Stratton College's website at:

<https://www.bryantstratton.edu/degrees/student-right-to-know>

California Residents – Student Tuition Recovery Fund Disclosure

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.

It is important that you keep copies of your enrollment agreement/application, 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, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are 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 120 day 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 by 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 noncollection 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.

Application Statement

With submission of this application, I certify that all of the information I have provided is true and complete to the best of my knowledge and I agree, if asked, to provide information that will verify the accuracy of my completed application. It is my understanding that I will be considered for acceptance as a student at Bryant & Stratton College and that my transcripts and other admissions requirements must be met prior to finalization of enrollment. I hereby give consent to allow my picture, as taken by or for the school, to be reproduced for publicity or promotional purposes and to be listed in school promotional material by name, high school attended, and name of employer upon graduation from Bryant & Stratton College. I also authorize Bryant & Stratton to request my high school transcript(s); to release information to prospective employers with regard to my making application for employment; and/or to release information to another Bryant & Stratton College division to which I am making application for enrollment. I understand that acceptance at Bryant & Stratton College

Bryant & Stratton College
General Student Disclosures
Published September 2020

is automatically applicable to any other Bryant & Stratton College campus or division, based upon program availability.

I understand and agree that Bryant & Stratton College has the right to make changes in connection with any subject described in its Official Catalog including curriculum, course content, method of course delivery, class schedule, faculty, training equipment, tuition rates and fees, as it deems appropriate, and I further agree that Bryant & Stratton College has the right to make such changes without notice to me and at any time, even after I have begun a program of study or course impacted by a change. I understand that Bryant & Stratton College does not in any way promise or guarantee employment for its graduates; however, I understand that Bryant & Stratton College does provide graduates with assistance and cooperation in securing employment.

I will pay tuition, fees, and other charges as stated in the current Official Catalog of Bryant & Stratton College. I understand it is my responsibility to read this document – a copy of which is accessible at: <https://catalog.bryantstratton.edu/>. I acknowledge that I am an applicant for financial aid, I have attended a presentation on financial aid, have received a written copy of financial aid information presented to me, and that I understand my obligations in applying for, receiving, and repaying financial aid funds.

I agree to abide by the rules and regulations of the school, as defined in the current Official Catalog. I have been given access to Bryant & Stratton College's Student Grievance Procedure in the current Official Catalog, and I am aware that I am encouraged to use the procedure whenever I have concerns or problems. I understand that each term of study is 15 weeks in length and as a full-time student I may have classes scheduled for up to 25 hours per week. I have been given access to Bryant & Stratton College's Attendance Policy and Graduation Requirements made available to me in the current Official Catalog. I have read and understand these materials.

I understand that my Social Security Number and other personal identifying information is used internally by Bryant & Stratton College for establishing and maintaining my student records. External use of my Social Security Number is not permitted by Bryant & Stratton College without my permission as where permitted by FERPA (Family Educational Rights & Privacy Act).

I authorized the College (and service providers on its behalf) to contact me on my mobile phone or home phone (whether dialed automatically or manually), by email, and/or by text message to notify me in case of emergency or to contact me with messages, including marketing messages, the College believes may be of interest to me. I further understand that these calls may be monitored and/or recorded for quality assurance purposes. Additionally, I understand that I do not have to agree to

receive such messages to apply or enroll, but that if I do not, I may miss valuable information.

I consent to use this electronic method of application acceptance under the U.S. Electronic Signatures in Global and National Commerce Act (E-SIGN) and I have read, understand and agree to all policy statement on this application. Please process my application. By the signature(s) below, I/We acknowledge completion of this application statement and understand and agree to its contents.