



CULINARY ARTS & PASTRY ARTS

Auguste Escoffier School of Culinary Arts SUPPLEMENT to the STUDENT CATALOG

2016

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For use with Student Catalog: Volume 22 (Created 1/99 Revised 11/3/15)

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Current schedules, hours of operation, tuition, fees, listing of key staff and faculty,
and the Advisory Committee members are contained in this *Supplement to the Student Catalog*.



Auguste Escoffier School of Culinary Arts is accredited and/or approved by the following:
Council on Occupational Education
Texas Workforce Commission Career Schools and Colleges
Texas Higher Education Coordinating Board
American Culinary Federation Education Foundation (Culinary Arts Program)
World Association of Chef Societies

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FACULTY AND STAFF

Marcus McMellon

Campus President

AESCA Campus President Since:

2014

Years in Industry:

15

Education:

B.B.A., Accounting, The University of Texas – Austin, TX

Professional Background:

Chief Financial Officer, Education Futures Group, LLC. – Dallas, TX

Campus President, Sanford-Brown College – Dallas TX

Vice President of Finance – Le Cordon Bleu College of Culinary Arts – Austin TX

Member:

Disciples d’Escoffier International

Board Member – Career Colleges and Schools of Texas

Chef Robyn McArthur

Executive Chef

AESCA Executive Chef Since:

2013

Years in Industry

25

Education:

B.A., University of Arkansas -- Little Rock, AR

A.O.S., Culinary Arts, Johnson & Wales University -- Charleston, SC

Certificate in Patisserie, Lenotre – Plasir, France

Professional Background

Owner/Chef, Caraway Café – Savannah, GA

Executive Chef, City Grill – Atlanta, GA

Roundsman/Lead Cook, Charleston Grill – Charleston, SC

Lead Line Cook, Spaule Restaurant – Little Rock, AR

Owner/Operator, Java Junction – Little Rock, AR

Member:

Disciples d’Escoffier International

Slow Food USA

FARFA

Chef Tammie Barnhill

Lead Chef Instructor (Pastry)

AESCA Instructor Since:

2011

Years in Industry:

27

Education:

Professional Culinary Arts Diploma, Auguste Escoffier School of Culinary Arts

Professional Background:

Owner, Cake Artistry, established in 2002 – Midland, TX

Pastry Chef, Jaspers Restaurant – Austin, TX

Chef John Hummel

Lead Chef Instructor (Culinary)

AESCA Instructor Since:

2013

Years in Industry:

21

Education

B.A., Management & Human Relations, Mid-America Nazarene University – Olathe, KS

M.A., Theology, Christian Bible College & Seminary – Independence, MO

Professional Background,

Executive Chef/Food Service Manager, Resort Lifestyle Communities – Kansas City, MO

Executive Chef, North Kansas City Hospital – North Kansas City, MO

Executive Chef, The University Club – Kansas City, MO

Executive Chef, The Brass Heron at Wexford Place – Kansas City, MO

Chef Stephen J. Rafferty, CEC

Lead Chef Instructor (Culinary)

AESCA Instructor Since:

2002

Years in Industry:

35

Education:

A.O.S., Culinary Arts, The Culinary Institute of America – Hyde Park, NY

Professional Background:

Owner/Catering Chef, Yellow Submarine Foods -- Austin, TX

R & D Chef, Sun Mountain Foods -- Manor, TX,

Chef Consultant, Canyon of the Eagles Resort -- Burnet, TX,

Executive Chef, The Oasis Restaurant -- Austin, TX,

P.M. Chef, The Beverly Pavilion Hotel -- Beverly Hills, CA,

Member:

American Culinary Federation

Disciples d' Escoffier International

Chef Gary Ackerman

Chef Instructor (Culinary)

AESCA Instructor Since:

2015

Years in Industry:

30

Education:

High School Diploma

Professional Background:

Chef Instructor, Le Cordon Bleu College of Culinary Arts – Austin, TX

Chef/Owner, Gary O's – Bulverde, TX

Chef, Emily Morgan Hotel at the Alamo – San Antonio, TX

Chef Eric Black

Chef Instructor (Culinary)

AESCA Instructor Since:

2014

Years in Industry:

25

Education:

A.O.S., Culinary Arts, The Culinary Institute of America – Hyde Park, NY

Professional Background:

Corporate Chef, Cru, a Food & Wine Bar – Dallas, TX

Sous Chef, Craft Restaurant – Dallas, TX

Chef, The Oakroom at the Seelbach Hotel – Louisville, KY

Chef Natalie Dauterive, CEC

Chef Instructor (Culinary – Part-Time)

AESCA Instructor Since:

2007

Years in Industry:

30

Education:

A.O.S., Culinary Arts, The Culinary Institute of America – Hyde Park, NY

Professional Background:

Chef/Butcher, John Dewar Co. – Newton, MA

Executive Chef, Café Lucia – Lennox, MA

Executive Chef, Olive Street Bistro -- Shreveport, LA

Culinary Laboratory Demonstrator, Bossier Parish Community College -- Bossier City, LA

Member:

American Culinary Federation

Disciples d' Escoffier International

Chef Pablo Guerrero, CEC

Chef Instructor (Culinary)

AESCA Instructor Since:

2008

Years in Industry:

30

Education:

B.S., Hotel Administration, Escuela Mexicana De Turismo -- Mexico City, Mexico Cooking Program, Escuela Superior de Hosteleria y Turismo -- Madrid, Spain

Professional Background:

Private Chef & Caterer – Austin, TX
Culinary School Director, Colegio Nacional Galapagos – Galapagos, Ecuador
General Manager, Finch Bay Eco-Hotel – Galapagos, Ecuador
Executive Chef, Angermeyer Point Restaurant – Galapagos, Ecuador
Cruise Director, Isabella II Cruise Ship – Galapagos, Ecuador Author,
Manual Practico de Cocina (culinary text)

Member:

American Culinary Federation
Disciples d' Escoffier International
Ecuador Chef Association
Culinary Academy of the Americas
WACS - Pan-American Forum of Professional Culinary Associations
The Wine Guild of the United States

Chef Robert McDonald

Chef Instructor (Culinary)

AESCA Instructor Since: 2014

Years in Industry: 20

Education:

A.A.S., Culinary Arts, Le Cordon Bleu College of Culinary Arts – Austin, TX
B.F.A., Cinematography, Stephen F. Austin University – Nacogdoches, TX

Professional Background:

Culinary Instructor, Manor ISD – Manor, TX Culinary
Instructor, Austin ISD – Austin, TX Executive Chef,
Root Cellar Café – San Marcos, TX Line Chef,
Warwick Melrose Hotel, Dallas, TX

Chef Will Packwood

Chef Instructor (Culinary)

AESCA Instructor Since: 2014

Years in Industry: 30

Education:

A.O.S., Culinary Arts, The Culinary Institute of America – Hyde Park, NY

Professional Background:

Private Chef/Consultant, La Tavola – Austin, TX

Gourmet Specialist, Hardies Fruit & Vegetable – Austin, TX

Executive Chef/Owner, CIBO – Austin, TX

Executive Chef/Owner, 7, Austin, TX

Executive Chef, Steinbock Villandro – Alto Adige, Italy

Chef/Consultant, Valentino Portogruaro – Veneto, Italy

Chef Jacquelyn B. Parchman, CWPC, FMP

Chef Instructor (Pastry)

AESCA Instructor

Since: 2014

Years in Industry:

19

Education:

A.A.S., Food/Beverage Management, Le Chef – Austin, TX

Professional Background:

Production Manager, New World Bakery – Kyle, TX

Chef Instructor, Le Cordon Bleu College of Culinary Arts – Austin,

TX Pastry Chef, Marriott International – Austin, TX

Assistant Pastry Chef, Lakeway Inn Resort & Conference Center – Austin TX

Member:

American Culinary Federation

Chef Uyen Pham

Chef Instructor (Culinary)

AESCA Instructor

Since: 2011

Years in

Industry: 25

Education:

A.O.S., Culinary Arts, Culinary Institute of America -- Hyde Park,

NY B.S., Kinesiology, University of Houston – Houston, TX

M.Ed. Education, University of Houston – Houston, TX

Professional Background:

Guest Instructor, Whole Foods Market & Central Market – Austin, TX
Executive Chef/Owner, Dumpling Dojo – Seattle, WA
Personal & Private Chef – New York, NY & Seattle, WA
Captain/Bartender, Avoce Restaurant, Gotham Bar & Grill, Union Square Café, Gilt Restaurant, Annisa Restaurant
– New York, NY

Member:

American Culinary Federation
Disciples d' Escoffier
International Slow Food USA
Women Chefs & Restaurateurs (WCR)

Chef Pavla Van Bibber

Chef Instructor (Pastry)

AESCA Instructor Since:

2011

Years in Industry:

27

Education:

High School Diploma
French Pastry School Advanced Classes – Austin, TX
Advanced Pastry Class with Chef Jacquy Pfeiffer – Austin, TX

Professional Background:

Pastry Chef, Westwood Country Club -- Austin, TX
Pastry Chef, Lakeway Inn & Conference Center – Austin, TX
Pastry Chef, Aramark at University of Texas – Austin – Austin, TX
Pastry Chef, Dolazal Bakery – Zlín, Czech Republic

Ann Derrick

Director of Career Services

Education:

B.B.A., Office Management, Texas A & M University, Commerce, TX

Professional Background:

Associate Director of Career Services, DeVry University – Austin TX
Senior Lender Consultant, Texas Guaranteed Student Loan Corporation – Round Rock, TX
Education Liaison/Advising Specialist, Austin Community College – Austin, TX

David R. Norris

Director of Admissions

Education

B.B.A., Management - American InterContinental University, Hoffman Estates, IL
M.B.A., Management - American InterContinental University, Hoffman Estates, IL
M.B.A., Accounting and Finance - American InterContinental University, Hoffman Estates, IL

Vice President of Admissions, Career Education Corporation – Los Angeles, CA
Campus Director of Admissions, Career Education Corporation – Chicago, IL
Campus Director of Admissions, Colorado Technical University – Hoffman Estates, IL
Senior Admissions Advisor, Colorado Technical University – Hoffman Estates, IL

Amy Pattelli

Registrar/Compliance Manager

Education:

B.S., Economics – Northern Illinois University, DeKalb, IL

Professional Background:

Director of Strategic Sourcing – Academic Supplies, Career Education Corporation – Hoffman Estates, IL
Vice President of Operations – Words of Wisdom, Career Education Corporation – Hoffman Estates, IL
Senior Director of Operations – Words of Wisdom, Career Education Corporation – Hoffman Estates, IL
Director of Procurement – Online Division, Career Education Corporation – Hoffman Estates, IL
Adjunct Instructor, Oakton Community College – Des Plaines, IL

Mary Reardon

Director of Business Operations

Education

B.B.A., Business Administration – University of Texas - Austin, TX

Professional Background

Business Operations Manager, Sanford Brown College – Austin, TX
Finance Manager, Le Cordon Bleu College of Culinary Arts – Austin, TX

Christian Rodriguez

Associate Director of Admissions

Education

Executive M.B.A., Business Administration – Colorado Technical University, Colorado Springs, CO

Professional Background

Senior Admissions Representation, Southern Technical College, Sanford, FL

Senior Admissions Representative, International Academy of Design & Technology, Orlando, FL

Senior Military Representative, Colorado Technical University Online, Hoffman Estates, IL

Larresia Whitten

Director of Student Finance

Education:

Bachelor of Commerce – Business, Schreiner University – Kerrville, TX

Professional Background:

Manager of Default Management, Career Education Corporation, -- Austin, TX

Quality Assurance and Default Management, Le Cordon Bleu College of Culinary Arts – Austin, TX

Director of Student Finance, Le Cordon Bleu College of Culinary Arts – Austin, TX

Director of Finance, ITT Technical Institute – San Antonio, TX

INSTRUCTIONAL STAFF

The Auguste Escoffier School of Culinary Arts is dedicated to excellence and tradition in culinary education. We encourage faculty and staff to continue learning and participate in activities that improve the quality of AESCA offerings.

ADVISORY BOARD

A team of industry professionals makes up the Auguste Escoffier School of Culinary Arts' advisory committee. Due to the specific scope of the School, the AESCA Advisory Board members serve as both occupational and institutional advisors. They oversee the School's policies and procedures to ensure that we meet the changing needs of this dynamic industry.

ADVISORY BOARD

Marcus	McMellon	Campus President
Robyn	McArthur	Executive Chef
Ann	Derrick	Director of Career Services
Amy	Pattelli	Registrar & Compliance Manager
Valerie	Broussard	Forager – W Hotel - Austin
Bekki	Callaway	Farmer/Owner, Skinny Lane Farm
Jaime	Chozet	Corporate Executive Chef, Iron Cactus Group
Troy	Knapp	Executive Chef, The Driskill Hotel
Sandi	Reinlie	Pastry Chef, Enoteca & Vespaio
Jennifer & Randy	Bartos	Retail Owners: All-in-One Bake Shops
Michael	Erickson	High School Culinary Educator
Damon & Becky	Holditch	Business Owners: Marquee Event Group

PROGRAM SCHEDULES 2015-2016

Diploma in Culinary Arts Program

(36 weeks/940 clock hours/51 quarter credit hours)

Program Start Date	Anticipated Program Completion Date	Days*
November 9, 2015	August 12, 2016	Monday-Friday
January 11, 2016	September 23, 2016	Monday-Friday
February 22, 2016	November 4, 2016	Monday-Friday
April 4, 2016	December 16, 2016	Monday-Friday
May 16, 2016	February 17, 2017	Monday-Friday
July 5, 2016	March 31, 2017	Monday-Friday
August 15, 2016	May 19, 2017	Monday-Friday
September 26, 2016	June 30, 2017	Monday-Friday
November 7, 2016	August 18, 2017	Monday-Friday

* The days of the week above indicate on-campus course days. The schedule for the externship courses will be determined with the externship property and the student as part of the externship agreement.

Associate of Applied Science Degree Program in Culinary Arts

(60 weeks/1385 clock hours/90 quarter credit hours)

Program Start Date	Anticipated Program Completion Date	Days*
November 9, 2015	February 17, 2017	Monday-Friday
January 11, 2016	March 31, 2017	Monday-Friday
February 22, 2016	May 19, 2017	Monday-Friday
April 4, 2016	June 30, 2017	Monday-Friday
May 16, 2016	August 18, 2017	Monday-Friday
July 5, 2016	September 29, 2017	Monday-Friday
August 15, 2016	November 10, 2017	Monday-Friday
September 26, 2016	December 22, 2017	Monday-Friday
November 7, 2016	February 16, 2018	Monday-Friday

* The days of the week above indicate on-campus course days. The schedule for the externship courses will be determined with the externship property and the student as part of the externship agreement.

Pastry Arts Diploma Program
(32 weeks/903 clock hours)

Start	In-School Instruction End Date	Anticipated Completion Date	Days*
January 11, 2016	June 2016	August 2016	Monday-Friday
February 22, 2016	August 2016	October 2016	Monday-Friday
April 4, 2016	September 2016	November 2016	Monday-Friday
July 5, 2016	December 2016	March 2017	Monday-Friday
August 15, 2016	February 2017	April 2017	Monday-Friday
September 26, 2016	April 2017	May 2017	Monday-Friday

* The days of the week above indicate on-campus course days. The schedule for the externship courses will be determined with the externship property and the student as part of the externship agreement.

PROGRAMSESSIONS/HOURS

Culinary Arts Diploma Program (51 Quarter Credits) Culinary Arts AAS Degree Program (90 Quarter Credits)

Sessions	Start	End
Morning Session	6:00 a.m.	11:00 a.m. (M - F)
Midmorning Session	10:00 a.m.	3:00 p.m. (M-F)
Afternoon Session	2:00 p.m.	7:00 p.m. (M-F)
Evening Session	6:00 p.m.	11:00 p.m. (M-F)

Each Session listed above is comprised of one to two classes. For which there is a 10 minute break for each 50 minutes of instruction (class time). Schedules are subject to change depending on availability, and enrollment.

Pastry Arts Diploma Program (903 Clock Hours)

Sessions	Start	End
Morning Session	7:00 a.m.	1:00 p.m (M-F)
Midday Session	12:00 p.m.	6:00 p.m (M-F)
Evening Session	5:00 p.m.	11:00 p.m.(M-F)

Each Session listed above is comprised multiple classes. For which there is a 10 minute break for each 50 minutes of instruction (class time). Schedules are subject to change depending on availability, and enrollment

PROGRAM INFORMATION

Refund calculations, as described in the Institutional Refund Policy, are based on the academic year and scheduled clock hours for which the student has been billed.

DIPLOMA IN CULINARY ARTS

TUITION AND FEES	AY1	AY2	
Tuition	\$ 15,352.94	\$ 2,047.06	
Uniform	\$ 200.00		
Tool Kit	\$ 300.00		
Textbooks	\$ 350.00		
Application Fee	\$ 50.00		
TOTAL PROGRAM COSTS			\$ 18,300.00

AY = Academic Year

CULINARY DIPLOMA TEXTBOOKS

A detailed listing of textbooks required for the Culinary Arts Diploma Program is available on the Online Campus portal.

CULINARY UNIFORMS

Uniforms must be cleaned, pressed, and in good condition at all times. A complete uniform includes a school issued student chef coat, school issued pants, cap, apron, and pocket thermometer. Required black leather shoes, and a recommended pen and small note pad must be purchased separately by the student. No deviations are allowed.

ASSOCIATE OF APPLIED SCIENCE DEGREE IN CULINARY ARTS

TUITION AND FEES	AY1	AY2	
Tuition	\$ 16,250.00	\$ 13,000.00	
Uniform	\$ 200.00		
Tool Kit	\$ 300.00		
Textbooks	\$ 650.00		
Application Fee	\$ 50.00		
TOTAL PROGRAM COSTS			\$ 30,450.00

AY = Academic Year

CULINARY AAS DEGREE TEXTBOOKS

A detailed listing of textbooks required for the Associate of Applied Science in Culinary Arts Program is available on the Online Campus portal.

CULINARY UNIFORMS

Uniforms must be cleaned, pressed, and in good condition at all times. A complete uniform includes a school issued student chef coat, school issued pants, cap, apron, and pocket thermometer. Required black leather shoes, and a recommended pen and small note pad must be purchased separately by the student. No deviations are allowed.

PASTRY ARTS DIPLOMA PROGRAM

TUITION AND FEES		
Tuition	\$ 21,175.00	
Lab & Media Services Fee	\$ 1000.00	
Uniform	\$ 200.00	
Tool Kit	\$ 300.00	
Textbooks	\$ 225.00	
Application Fee	\$ 50.00	
TOTAL PROGRAM COSTS		\$ 22,950.00

PASTRY TEXTBOOKS

A detailed listing of textbooks required for the Pastry Arts Diploma Program is available on the Online Campus portal.

PASTRY UNIFORMS

Uniforms must be cleaned, pressed, and in good condition at all times. A complete uniform includes a school issued student chef coat, school issued student pants, cap, apron black leather shoes, pocket thermometer (pen and small note pad suggested). No deviations are allowed.

FEES

The \$35.00 make- up fee for lab or \$750 for an entire course must be paid to the business office at the time of the make-up lesson. Receipt will be required to permit student to complete any in-class make-up session.

2016 ACADEMIC CALENDAR

2016 Academic Period Schedule

Block/Quarter Start	Block End	Quarter End
January 11, 2016	February 19, 2016	April 1, 2016
February 22, 2016	March 31, 2016	May 13, 2016
April 4, 2016	May 13, 2016	June 24, 2016
May 16, 2016	June 24, 2016	August 12, 2016
July 5, 2016	August 12, 2016	September 23, 2016
August 15, 2016	September 23, 2016	November 4, 2016
September 26, 2016	November 4, 2016	December 19, 2016
November 7, 2016	December 19, 2016	February 17, 2017

2016 Campus Break Schedule

2015 Winter Break	12/22/2015-01/10/2016
No Classes (Faculty In-Service)	01/18/2016
No Classes (Faculty In-Service)	04/01/2016
No Classes (Faculty In-Service)	05/13/2016
Memorial Day	05/30/2016
Summer Break	06/25/2016-07/04/2016
Labor Day	09/05/2016
No Classes (Faculty In-Service)	11/04/2016
Thanksgiving Holiday	11/24/2016-11/25/2016
2016 Winter Break	12/20/2016-01/08/2017
Classes Resume	01/09/2017

The holiday schedule may not be observed for students in Industry Externship courses.

UPDATES TO THE CURRENT STUDENT CATALOG

2015 – 2016: Volume 22

BOARD OF DIRECTORS – *Replaces Section on Page 8:*

Jeremy Wheaton
Kimberly Stanley

TRANSFER OF COURSES – *Addition to last paragraph on Page 17 is highlighted below:*

Students interested in transferring from their current program of study to another program of study at the institution are required to meet with the Registrar to complete the required paperwork. Students who have earned credit in other Auguste Escoffier School of Culinary Arts programs may, in some cases, transfer courses applicable to the new program as determined by the Campus President.

Students interested in transferring coursework from another institution must supply an official college transcript from the institution from which they are seeking credit. Transcripts will be reviewed by the AESCA Registrar regarding transferability of credit. Considerations include, but are not limited to, the transferred course(s) having the same or more clock hour/credit hours and the content covering the same competencies. Transferred coursework must have occurred within the last five years. Only coursework with a grade of “C” or better will be accepted. Acceptance of transfer credit is at the sole discretion of AESCA.

Auguste Escoffier School of Culinary Arts does not guarantee the transferability of its courses or credits to any other institution. Students may request assistance with transfer of credit to other institutions in writing. School assistance may include, but is not limited to, providing guidance and providing official transcript or course outlines.

GRIEVANCE POLICY – DEGREE STUDENTS – *Additional information added to Page 33*

Information for Degree Seeking Students (AAS Program):

In accordance with the rules established by the Texas Higher Education Coordinating Board (THECB), Auguste Escoffier School of Culinary Arts is required to provide degree seeking students with information regarding filing a student complaint with the THECB. In most cases, student concerns can be addressed and resolved by following the established grievance policy in the institutional catalog. If after exhausting the institutional grievance process, a mutually satisfactory resolution cannot be determined, then you may initiate a complaint with THECB.

Information about the rules governing student complaints – Title 19 of the Texas Administrative Code, Rules 1.110-1.120 can be found at:

[http://info.sos.state.tx.us/pls/pub/readtac\\$ext.ViewTAC?tac_view=5&ti=19&pt=1&ch=1&sch=E&rl=Y](http://info.sos.state.tx.us/pls/pub/readtac$ext.ViewTAC?tac_view=5&ti=19&pt=1&ch=1&sch=E&rl=Y)

Information about the complaint procedure and forms for filing a complaint can be found at:
www.thecb.state.tx.us/studentcomplaints

CULINARY ARTS COURSE DESCRIPTIONS – *Replace Exam Description on Page 27*

ServSafe has replaced NEHA as the food safety and sanitation exam offered. The revised sentence should read:

“The ServSafe exam is administered as part of this course.”

INSTITUTIONAL REFUND POLICY – Replace section on Page 12

Refund calculations, as described in the following Refund Policy, are based on the academic year and scheduled clock hours for which the student has been billed.

1. Refund computations will be based on scheduled course time of class attendance through the last date of attendance. Leaves of absence, suspensions and school holidays will not be counted as part of the scheduled class attendance.
2. The effective date of termination for refund purposes will be the earliest of the following:
 - (a) The last day of attendance, if the student is terminated by the school;
 - (b) The date of receipt of written notice from the student; or
 - (c) Ten school days following the last date of attendance.
3. If tuition and fees are collected in advance of entrance, and if after expiration of the 72-hour cancellation privilege the student does not enter school, not more than \$ 100 in any administrative fees charged shall be retained by the school for the entire residence program or synchronous distance education course.
4. If a student enters a residence or synchronous distance education program and withdraws or is otherwise terminated after the cancellation period, the school or college may retain not more than \$50 in any administrative fees charged for the entire program. The minimum refund of the remaining tuition and fees will be the pro rata portion of tuition, fees, and other charges that the number of hours remaining in the portion of the course or program for which the student has been charged after the effective date of termination bears to the total number of hours in the portion of the course or program for which the student has been charged, except that a student may not collect a refund if the student has completed 75 percent or more of the total number of hours in the portion of the program for which the student has been charged on the effective date of termination.¹
5. Refunds for items of extra expense to the student, such as books, tools, or other supplies are to be handled separately from refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books and tools until such time as these materials are required. Once these materials are purchased, no refund will be made. For full refunds, the school can withhold costs for these types of items from the refund as long as they were necessary for the portion of the program attended and separately stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.
6. A student who withdraws for a reason unrelated to the student's academic status after the 75 percent completion mark and requests a grade at the time of withdrawal shall be given a grade of "incomplete" and permitted to re-enroll in the course or program during the 12-month period following the date the student withdrew without payment of additional tuition for that portion of the course or program.
7. A full refund of all tuition and fees is due and refundable in each of the following cases: (a) An enrollee is not accepted by the school; (b) If the course of instruction is discontinued by the school and this prevents the student from completing the course; or (c) If the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or representations by the owner or representatives of the school.

A full or partial refund may also be due in other circumstances of program deficiencies or violations of requirements for career schools and colleges.

TRUE AND CORRECT STATEMENT

The information contained in this Catalog is True and Correct to the best of my knowledge.

A handwritten signature in cursive script, reading "Marcus McMillon". The signature is written in black ink and is positioned above a horizontal line.

Signature of Authorized School Official