



Financial Aid Handbook

Financial Aid is available to those who qualify.

In addition to costs for your tuition and fees, financial aid programs also estimate how much it costs to live under various circumstances (i.e., depending upon whether you live with your parents, or in a separate location).

Financial aid programs offer a way to bridge the gap between what the student and family can provide and what it will cost to attend this school.

Types of Financial Assistance:

Federal Pell Grant: Federal Pell Grants are awards to help undergraduate students pay for their education. 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.

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 an Expected Family Contribution (EFC). Your Student Aid Report (SAR) contains this number and will tell you whether you are eligible for a Federal Pell Grant. The size of award you receive will depend on your EFC number, how long you will be enrolled during the academic year, and the cost of education at your school.

Student Loans: Many students rely on federal government loans to finance their educations. These loans have low interest rates and do not require credit checks or collateral. Student loans also provide a variety of deferment options and extended repayment terms.

Direct Stafford Loans, from the William D. Ford Federal Direct Loan (Direct Loan) Program, are low-interest loans for eligible students to help cover the cost of higher education at a four-year college or university, community college, or trade, career, or technical school. Eligible students borrow directly from the U.S. Department of Education (the Department) at participating schools.

Direct Stafford Loans include the following types of loans:

Direct Subsidized Loans—Direct Subsidized Loans are for students with financial need. Your school will review the results of your Free Application for Federal Student Aid (FAFSASM) and determine the amount you can borrow. You are not charged interest while you’re in school at least half-time and during grace periods and deferment periods.

Direct Unsubsidized Loans—You are not required to demonstrate financial need to receive a Direct Unsubsidized Loan. Like subsidized loans, your school will determine the amount you can borrow. Interest accrues (accumulates) on an unsubsidized loan from the time it’s first paid out. You can pay the interest while you are in school and during grace periods and deferment or forbearance periods, or you can allow it to accrue and be capitalized (that is, added to the principal amount of your loan). If you choose not to pay the interest as it accrues, this will increase the total amount you have to repay because you will be charged interest on a higher principal amount.

Parent PLUS Loan: Parents of dependent students can take out loans to supplement their children's aid packages. The federal Parent Loan for Undergraduate Students (PLUS) allows parents to borrow money to cover any costs not already covered by the student's financial aid package, up to the full cost of attendance. Parents seeking a PLUS Loan must pass a credit check to become eligible.

PLUS loans are the financial responsibility of the parents, not the student. If the student agrees to make payments on the PLUS loan, but fails to make the payments on time, the parents will be held responsible.

Direct PLUS Loans for Graduate and Professional Degree Students

Graduate and professional degree students can borrow a Direct PLUS Loan to help cover education expenses. The terms and conditions applicable to PLUS Loans for parents also apply to PLUS Loans for graduate and professional students. These terms and conditions include:

- a determination that you (the applicant) do not have an adverse credit history; and
- a fixed interest rate of 7.9% for Direct PLUS Loans.

Unlike parent PLUS applicants, you (the student applicant) are required to complete the *Free Application for Federal Student Aid* (FAFSASM). In addition, before you can receive a PLUS Loan, your school must have determined your maximum eligibility for Direct Subsidized and Unsubsidized Stafford Loans.

How to Apply For Financial Aid:

All students who wish to apply for financial aid must complete the Free Application for Federal Student Aid (FAFSA). Students and parents of dependent students who wish to complete this application on their own may do so, but free assistance from a financial aid officer is available for prospects and current students during normal business hours.

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 a Free Application for Federal Student Aid for the next award year when the applications become available.

To correctly fill out the application, you will need certain records. The most important record is your base year (usually the prior 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 benefit statements and other agency benefit records. To find out specifically which records you need to fill out the application accurately, ask a financial aid representative.

Students are encouraged to apply as soon as possible. You may have to confirm or correct the information reported and return it to be reprocessed. This could cause a delay in the awarding process. You may also have to verify some of the information you reported on the application.

Since your application is processed electronically, the school will receive an Institutional Student Information Report (ISIR) within a short time after the Central Processing Center receives your application. The information given on this report will be used to determine your eligibility for Federal Student Aid (FSA).

In addition to completing a FAFSA, 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. For any questions involving financial aid and how to apply, contact the school director.

General Student Eligibility Requirements:

- Student must have a valid social security number.

- Student must be a U.S. citizen or eligible non-citizen.
- Student must be a regular student enrolled or accepted for enrollment in an eligible program for the purpose of obtaining a degree or certificate.
 - Student must meet the academic qualifications for study at the postsecondary level. (Student has high school diploma, GED, or home school certificate-if approved under or accepted from state regulation.)
- Student must be beyond the age of compulsory school attendance.
- Student has not been convicted of a drug-related offense that affects eligibility for FSA.
- Student (if male) must be registered with Selective Service.
- Student must not be enrolled solely in a remedial program.
- Student must maintain satisfactory academic progress.
- Student must not be in default and must not owe an overpayment on a Title IV loan or grant.
- Student must not have borrowed in excess of loan limits.
- If enrolled in a correspondence course, that course must be part of an eligible program.
- Student must have financial need.
- Verification must have been completed, if required.
- Is not enrolled in elementary or secondary school.
- Is not incarcerated (loans) nor incarcerated in a Federal or state penal institution (all programs).

How Aid is Determined:

To determine the amount of aid you will receive, the amount of money that your family can be expected to contribute towards education needs to be estimated. It is necessary to request confidential financial facts about your family's income and assets, the size of your family, the number of persons attending postsecondary education, and any unusual circumstances or expenses in order to estimate this amount of family contribution. This "needs analysis" is conducted through the completion of the FAFSA. From this objective analysis, a parental contribution is calculated. Students are also expected to contribute from their savings and earnings. The combination of what parents can contribute and what the student can contribute is called the expected family contribution (EFC). School officials do NOT play a role in making a student eligible for federal funds. Eligibility is determined in accordance with information provided by student and or parents if student is dependent.

The EFC does not represent the amount of money you will need to pay the school. It determines the aid programs and amount of aids for which a student is eligible.

The goal of financial aid programs is to bridge the gap between the amount you and your family are reasonably able to contribute and your educational expenses. It is very important to realize that aid is available to make education accessible, not to make it free of cost to you or your family.

You do not have to be from a low-income family to qualify for financial aid, but you do have to have "financial need." Your "need" is the difference between what it costs to attend a particular school and what you and your family can contribute.

Here's how it works:

COST OF GOING TO SCHOOL (Tuition, fees, books, supplies, equipment, room and board,

personal expenses, travel, and miscellaneous expenses)

(-) YOUR EXPECTED FAMILY CONTRIBUTION (The amount that you and your parents should be able to contribute)

(=) YOUR FINANCIAL NEED

It is important to note that your aid is determined by the concrete values listed above. The aid offered at this institution is not calculated by any other means. You are not in competition with any other student for funds. Your financial situation determines your financial assistance.

VERIFICATION:

Approximately 30 percent of all financial aid applications are selected for verification by the US Department of Education (DOE). Verification is a process to "confirm" the accuracy of the information reported on the Free Application for Federal Student aid (FAFSA).

If your file is selected for verification, certain information must be proven. This includes household size and number in college, taxable and non-taxable income, asset information, etc. If your FAFSA is selected for verification at any point in the process, you will be required to complete a Verification Worksheet before aid can be processed or disbursed. Once we notify you, you will be required to submit your federal tax returns, and perhaps other forms as needed. Failure to provide verification documentation as mentioned above will result in cancellation of Financial Aid processing.

Follow the instructions on the Verification Worksheet very carefully, as failure to submit all required documents will cause processing delays.

WHAT YOU SHOULD DO:

1. Collect your (and your spouse's or parents') financial documents (signed Federal Income Tax forms, W-2, Military LES, etc.).
2. Complete the (appropriate year) Verification Form - Read carefully and complete all sections that apply to you. Make sure you collect all required signatures.
3. Fax, Email, Mail or Drop off completed worksheet, Tax forms, and any other documents to the Financial Aid Office **within 30 days**. If additional time is needed, an extension must be requested with a Financial Aid Administrator.

Your financial aid administrator will compare information on these documents and make corrections if necessary. If the Expected Family Contribution changes as a result of the verification and results in a change in the award, you will be notified in writing.

Department of Education regulations (34 CR 668.16(g))require schools to refer to the Department's Office of Inspector General any credible information indicating that an applicant for Title IV aid may have engaged in fraud or other criminal misconduct in connection with his or her application. The school will report any suspected fraud to OIG at 1-800-MISUSED.

Rights and Responsibilities of Students Receiving 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 students who drop prior to completion of the programs;
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;
9. The type and amount of assistance in your financial aid package;
10. How and when the aid will be disbursed;
11. How the school determines whether you are making satisfactory progress and what happens if you are not;
12. The schools policy regarding your right to:
 - a. Review and inspect your education records;
 - b. Seek amendment of your educational record that you or your parent believes to be inaccurate, misleading, or otherwise in violation of your privacy rights;
 - c. Your consent, under certain conditions, for the disclosure of personally identifiable information contained in your educational records; and
 - d. File a complaint with the Education Department concerning alleged failures by the school to comply with statutory and regulatory student and family privacy rights.

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 officer 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;
9. You are responsible to bring or send the Student Aid Report 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; and
11. You will be responsible to pay any overpayment that is discovered during verification.

If you have questions about your FSA program funds, you can call the Federal Student Aid Information Center at 1-800-4-FEDAID (1-800-433-3243). TTY users may call 1-800-730-8913. Information is also available on Student Aid on the Web at www.studentaid.ed.gov.

Continued Eligibility:

Once you have qualified for aid, there are still requirements on you as a student that must be met in order for the aid to continue. To maintain satisfactory academic performance, a student must maintain a 75% or above academic average and maintain an attendance schedule that will allow you to graduate within 150% of the time period for each course.

If you are determined to be ineligible for Financial Aid because satisfactory progress requirements were not met, you may appeal this decision to the School Director by indicating in writing the reason why the minimum requirements were not met and why Financial Aid should not be terminated. The School Director will review the appeal and determine whether the suspension from Financial Aid is justified. You will be advised in writing of this decision. The decision of the School Director is final.

Financial Aid will be immediately re-instated for the student deemed ineligible for Financial Aid based on a negative satisfactory progress if the student prevails during an appeal. The student will be notified in writing of reinstatement of Financial Aid. See the Satisfactory Academic Progress Policy located in the Catalog.

ENTRANCE CONSELING

Before receiving a student loan, borrowers *must* complete an entrance counseling session. This quick and easy interactive counseling session provides useful tips and tools to help you develop a budget for managing your educational expenses and helps you to understand your loan responsibilities.

You must have a Department of Education PIN in order to complete loan counseling online. If you have forgotten your PIN or do not have one, go to www.pin.ed.gov to have your PIN sent to you.

Be sure that you indicate P& A Scholars as the school that you want to be notified about your results.

This online entrance counseling session will take about 20-30 minutes to complete.

This is available at www.dl.ed.gov.

PROMISSORY NOTE

Before you receive your loan funds, you must sign a promissory note. In most cases, you will sign only one promissory note that will be used for all of your loans at a single school. This note is called a Master Promissory Note (MPN). You must complete the MPN online at www.studentloans.gov.

When you sign the MPN, you are confirming your understanding that your school may make new loans for you for the duration of your education (up to 10 years) without having you sign another promissory note. You are also agreeing to repay your lender, the U.S. Department of Education, all loans made to you under the terms of the MPN. Therefore, it is very important that you completely read and understand all of the information on the MPN before you sign it.

You are not required to accept the amount that you are awarded. You should notify your school if you want to borrow a lower amount.

Your school must notify you in writing or electronically whenever it makes a loan disbursement. The notice must tell you the date and the amount of the loan disbursement, which loan funds are subsidized and which

are unsubsidized, information about your right to cancel all or a portion of the loan, including the current loan disbursement, and procedures for canceling the loan.

Disbursement of Financial Aid:

All Federal financial aid funds will be drawn down in payment periods, which are linked to the student's progression through his/her course. Four hundred fifty (450) hours represents one payment period for all courses at or above 900 hours in length. For courses greater than 900 hours; if the remaining portion exceeds 450 hours (one pay period), funds will be disbursed in two equal payments, if less than 450 hours (a payment period) it will be disbursed in one payment. For courses under 900 hours, the payment period equals half of the course length. All payments will be drawn on this basis.

Payments are ordered through wire transfer and deposited directly into a holding account owned and managed by this institution. From this holding account, disbursements for each individual student are deposited into the institution's operating account through numbered transfers. Once deposited into the operating account, the student's ledger is credited with the proper transfer number and disbursement amount. No student signature is necessary for these funds to be deposited.

Policy Concerning Credit Balances

As a student progresses through his/her education, there may come a time when a credit balance exists in a student's account. This balance is often a result of financial aid that is over and above the costs of tuition, fees, tools, and other charges. These funds will be disbursed by check to the student within 14 days of the funds posting.

It is important to note that credit balances will not be disbursed in anticipation of *future* disbursements. Students are not entitled to receive a credit balance that does not yet exist.

Return of Title IV Funds R2T4:

You must keep in mind that when you apply for financial aid, you sign a statement that you will use the funds for educational purposes only. 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 policies listed below:

Withdrawal Policy:

Official Withdrawals

The withdrawal process officially begins upon the request of the Withdrawal Form. Students will be advised as to their responsibilities and the form will be forwarded to the Financial Aid office for processing.

Unofficial Withdrawals/Drop

A Student who misses 14 consecutive days, unexcused constitutes an "unofficial withdrawal" or a "drop". Unofficial withdrawals are calculated, for return of funds, using the student's last date of class attendance, verified by the instructor's attendance records.

The effective date of the termination for refund purposes will be the earliest of the following:

1. The last day of attendance from school's attendance records, or
2. Date student began the withdrawal process, or

3. Date student provided official notification of intent to withdraw in writing, or
4. Date student did not return at the expiration of an approved leave of absence.
5. Date of withdrawal as determined by the school:
 - a) Student is expelled,
 - b) Student not making satisfactory progress (attendance or academic)

A full refund will be made to any student who:

1. Is not accepted by the school;
2. Was enrolled by misrepresentation in advertising, promotional materials of the school, or representations by the owner or representative of the school; or
3. Is enrolled in a course of instruction that is discontinued by the school and prevents the student from completing the course.

Refunds will be totally consummated within 30 days after the effective date of termination.

Upon a student's withdrawal, two calculations are formed:

1. The Return of Title IV funds (To determine amounts earned from the Federal programs) and
2. Institutional Refund Policy

Return of Title IV Funds:

Only the Title IV programs are to be included in this calculation.

The Return of Title IV Funds is NOT a Refund Policy. Instead, the Federal regulations (beginning with October 7, 2000) require the use of a Return to Title IV calculation to determine the amount of Title IV funds a student has earned as of the date he or she ceases attendance. Any student receiving Title IV funds will be subject to these regulations.

The amount of Title IV aid earned is based on the amount of time the student spent in academic attendance, and the total aid received; it has no relationship to the student's incurred institutional charges. Because these requirements deal only with Title IV funds, the order of return of unearned funds do not include funds from sources other than the Title IV programs.

Title IV funds are awarded to a student under the assumption that the student will attend school for the entire period for which the aid is awarded. When a student withdraws, the student may no longer be eligible for the full amount of Title IV funds that the student was originally scheduled to receive or may have received. Therefore, the amount of Federal grant and/or Loan earned by the student must be determined. If the amount disbursed to the student is greater than the amount the student earned, unearned funds must be returned. This may result in the student owing the institution more money. The institution will have 45 days to return unearned Title IV funds.

Up through the 60% point in each payment period the required Return to Title IV calculation is used to determine the amount of Title IV funds the student has earned at the time of withdrawal. After the 60% point in the payment period, a student has earned 100% of the Title IV funds credited to that payment period.

P&A Scholars Beauty School will calculate the amount of Title IV aid that was earned based on a payment period basis. The institution will determine:

1. The Title IV aid disbursed or that could have been disbursed.
2. The percentage of Title IV aid earned by the student.
3. The amount of Title IV aid earned by the student.
4. The total Title IV aid to be returned or disbursed by the school.
5. The amount of unearned Title IV aid to be returned by the school.
6. The amount of unearned Title IV aid to be returned by the student.

If a student has unearned grant money, a Financial Aid Administrator (FAA) sends a grant overpayment notice to the student within 30 days from the date of the school's determination that the student withdrew, giving the student 45 days to either:

1. Repay the overpayment in full to the school,
2. Make repayment arrangements satisfactory to the school, or
3. Sign a repayment agreement with the Department of Education.

If the student has not repaid the grant overpayment within the 45-day time frame, the FAA will report the overpayment electronically to NSLDS. The student will not be eligible for further Title IV funds until the grant overpayment is paid in full.

Refunds are made in this order: Unsubsidized, Subsidized, Plus Loan and then Pell Grant.

NOTE: If the initial amount of the overpayment owed by the student is \$25.00 or less, the student repayment requirement is forgiven.

POST WITHDRAWAL DISBURSEMENT

If the total amount of Title IV grant and/or loan assistance that the student earned as calculated under the Return of Title IV Program Funds calculation is greater than the total amount of Title IV grant and/or loan assistance that was disbursed to the student or on behalf of the student in the case of a PLUS loan, the student may be eligible to receive a post-withdrawal disbursement.

Written Notification of Post-withdrawal Disbursement

P&A Scholars Beauty School will offer any amount of a post-withdrawal disbursement that is not credited to the student's account to cover open charges to the student or the parent, in the case of a PLUS loan, within 30 days of the date that it is determined that the student withdrew by providing a written notification to the student or parent. The written notification will include the following:

- The type and amount of Title IV funds that make up the post-withdrawal disbursement that is not credited to the student's account.
- The type and amount of Title IV funds that have been credited to the student's account.
- An explanation that the student or parent may accept or decline some or all of the post-withdrawal disbursement that is not credited to the student's account.
- Information that informs the student or parent that no post-withdrawal disbursement will be made to the student or parent if they do not respond within 14 days of the letter date.
- Instructions to submit their response in writing directly to the Financial Aid Office either by mail or fax.

Post-withdrawal Disbursement Process

If the student and/or parent responds to the notice within 14 days and instructs the Financial Aid Office to make all or a portion of the post-withdrawal disbursement, the funds will be disbursed in the manner specified by the student and/or parent within 90 days of the date of determination that the student withdrew.

If the student or parent does not respond to the notice, the post-withdrawal disbursement will be used only for appropriate open charges. P&A Scholars Beauty School will not request Title IV funds for a post-withdrawal disbursement unless and until it has determined:

- That a post-withdrawal disbursement is due
- The amount of the post-withdrawal disbursement
- That the post-withdrawal disbursement can be disbursed within three business days of receipt.

The post-withdrawal disbursement must be made from available grant funds before available loan funds.

EXIT COUNSELING

Understand your rights, responsibilities, and service obligations. Prior to graduating or leaving school, Direct Loan borrowers **must** complete exit counseling. The Direct Loan Exit Counseling will explain your rights and responsibilities as a Direct Loan borrower. Each online exit counseling session will take about 30-40 minutes to complete

Use the following link http://www.nsls.ed.gov/nsls_SA/SaEcIntro1.do, where the emphasis is on being informed about your repayment obligations and selecting a repayment plan, debt management strategies and tax benefits. It also stresses the importance of developing a budget based on your minimum salary requirements.

REPAYMENT OF STUDENT LOANS

How do I pay back my loans?

When you receive your first Direct Loan, you will be contacted by the servicer for that loan (you repay your loan to the loan servicer). Your loan servicer will provide regular updates on the status of your Direct Loan, and any additional Direct Loans that you receive. If you're not sure who your loan servicer is, you can look it up on www.nsls.ed.gov.

When do I begin repaying my loans?

After you graduate, leave school, or drop below half-time enrollment, you will have a six-month grace period before you begin repayment of new loans. During this period, you'll receive repayment information from your loan servicer, and you'll be notified of your first payment due date. Payments are usually due monthly.

Repayment Plans – The Direct Loan Program offers several repayment plans that are designed to meet the different needs of individual borrowers. Generally, you'll have 10 to 25 years to repay your loan, depending on the repayment plan that you choose. You will receive more detailed information on your repayment options during entrance and exit counseling sessions at your school.

What if I have trouble repaying the loan?

Under certain circumstances, you can receive a deferment or forbearance that allows you to temporarily stop or lower the payments on your loan.

Can my loan be cancelled (discharged)?

Yes, but only under a few circumstances. For more information, go to the [Cancellation/Discharge](#)

page on this Web site.

You also may qualify for forgiveness of some or all of your loan balance:

- If you teach full-time for 5 years at a school or educational service agency serving low-income families and meet other requirements, or
- After you have made 120 payments on a Direct Loan while employed in certain public service jobs (additional conditions apply).

Go to the [Stafford Loan Forgiveness Program for Teachers](#) and [Public Service Loan Forgiveness](#) pages for additional details.

To learn more about Direct Loan repayment plans, terms and schedules for repayment, go to: <http://studentaid.ed.gov/PORTALSWebApp/students/english/repaying.jsp>

Postponing Repayment

If you have trouble making your education loan payments, contact immediately the organization that services your loan. You might qualify for a deferment, forbearance, or other form of payment relief. It's important to take action before you are charged late fees.

Note to PLUS Loan borrowers: Generally, the eligibility requirements and procedures for requesting a deferment or forbearance for Stafford Loan borrowers also apply to you. However, since all PLUS Loans are unsubsidized, you'll be charged interest during periods of deferment or forbearance.

Deferment: You can receive a deferment for certain defined periods. A deferment is a temporary suspension of loan payments for specific situations such as reenrollment in school, unemployment, or economic hardship.

Military Service Deferment: An active duty military deferment is available to borrowers in the Direct, FFEL, and Perkins Loan programs who are called to active duty during a war or other military operation or national emergency.

Post-Active Duty Student Deferment: A Direct, FFEL, or Perkins Loan borrower who is a member of the National Guard or other reserve component of the U.S. Armed Forces (current or retired) and is called or ordered to active duty while enrolled at least half-time at an eligible school, or within six months of having been enrolled at least half-time, is eligible for a deferment during the 13 months following the conclusion of the active duty service, or until the borrower returns to enrolled student status on at least a half-time basis, whichever is earlier.

Economic Hardship Deferment: A Direct, FFEL, or Federal Perkins Loan borrower may qualify for an economic hardship deferment for a maximum of three years if the borrower is experiencing economic hardship according to federal regulations.

Forbearance: Forbearance is a temporary postponement or reduction of payments for a period of time because you are experiencing financial difficulty. You can receive forbearance if you're not eligible for a deferment.

Other Forms of Payment Relief: Although you're asked to choose a repayment plan when you first begin repayment, you might want to switch repayment plans later if a different plan would work better for your current financial situation. Under the Federal Family Education Loan ProgramSM, you can change repayment plans once a year.

For more detailed information and qualifying requirements please visit:

<http://studentaid.ed.gov/PORTALSWebApp/students/english/difficulty.jsp>

And

<https://www.dl.ed.gov/borrower/DefermentFormList.do?cmd=doView>

PRIVATE STUDENT LOANS

P & A Scholars does not currently use a preferred lender list.

A student may choose any eligible lender; the school will process the request accordingly.

FERPA

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level.

Students to whom the rights have transferred are "eligible students." Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Under FERPA, a school must provide an eligible student with an opportunity to inspect and review his or her education records within 45 days following its receipt of a request. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school correct records, which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. This written permission must be obtained per occurrence. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions:

- School officials with legitimate educational interest*;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant to specific State law.
- Schools may disclose, without consent, "directory information" records of a student that would not generally be considered harmful or an invasion of privacy if disclosed.
- The parents of a "dependent student" according to the prior year tax returns.

Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a bulletin, student handbook, or newspaper article) is left to the discretion of each school.

If an eligible student believes that a school has failed to comply with FERPA, the student may complete a FERPA complaint form. An eligible student may obtain a complaint form by calling (202) 260-3887.

“School Officials” include parties such as: professors; instructors; administrators; health staff; counselors; attorneys; clerical staff; trustees; members of committees and disciplinary boards; and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions. A school official generally has a “legitimate educational interest” if the official needs to review an education record in order to fulfill his or her professional responsibility.

For more information on FERPA visit:
<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

EMPLOYMENT

We do not participate in the Federal Work Study Program. The acceptance or approval of any financial aid program does not guarantee employment.

FINANCIAL AID CONTACT INFORMATION

Corporate Office – For All Campuses

P&A Scholars Beauty School

15565 Northland Drive Suite 205 W

Southfield, MI 48075

Phone: 248-262-7309

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