

Closed School Guide For Students



Closed Schools Guide for Students
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Closed School Guide for Students

Unfortunately schools, like other businesses, do not always have the resources to continue their operations and must close. Although this is a frustrating experience, we hope that it will not discourage you from continuing your education. We have prepared this guide to help you sort out some of your options and help you take steps to continue your education. The U.S. Department of Education, Accrediting Bodies, State Licensing Agencies, and Guarantee Agencies may assist you with various aspects of the process. The roles and responsibilities of each agency and contact points are listed at the end of this document.

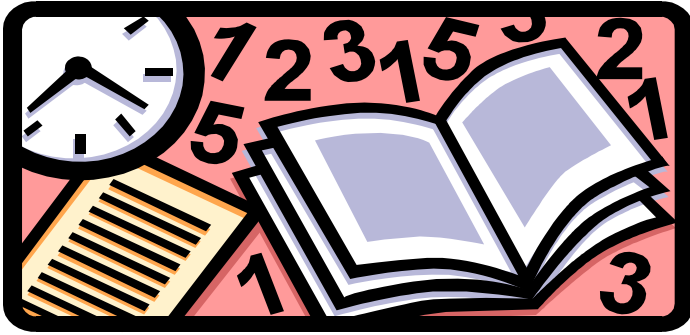


First Steps

It is important that you obtain your academic and financial records as soon as possible. How to do this is discussed later in the brochure. Since your school has closed, your ability to access these records from the school may be short lived. These records will be needed if you plan to transfer into another program of study as they will help your new school determine what Federal student aid you have received and coursework you have successfully completed. This information will then help the school determine how many credits may transfer into your new program of study and how much student aid you may qualify for the remainder of the school year.

On to Completing Your Education...

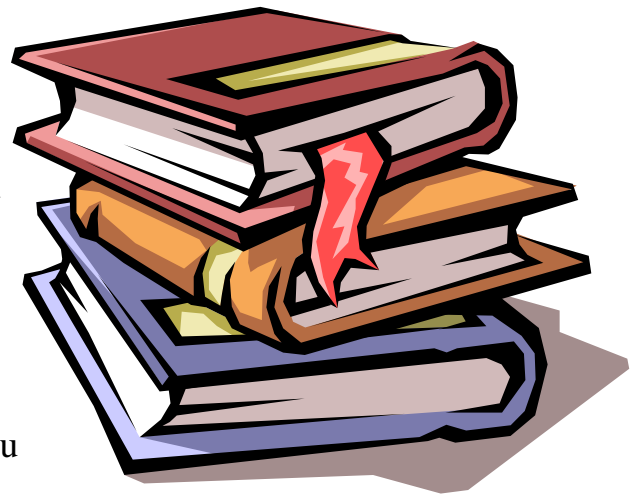
To Transfer or Participate in a Teach-Out



These are two terms that may arise if you continue your educational program and you are able to use some or all of your academic credit toward the completion of your educational program.

A teach-out is a situation where another school offers to allow you to complete a similar or identical program of study for which you should not incur additional costs other than those you would have paid had you been able to complete your program at the school that closed.

To transfer is a situation where you use the academic credits or clock hours you earned at the school that closed toward the completion of a similar or different program of study at another school. You may incur additional costs when you transfer to cover any additional charges necessary to pay for the credits or clock hours you need to complete your program of study. You will need to check with the school at which you wish to transfer to find out if some or all of the credits you earned at the closed school are transferable.



Finding a Teach-out or Transfer Program



You should contact the State licensing agency in your state that oversees postsecondary schools for information as to whether there are any schools in your area that will allow you to complete your education through a teach-out or by transferring. (See the attached list for State licensing agencies.)

Financing

If you received Federal student aid at a school that closed, and you are considering a teach-out or transferring to another school, you may be eligible for Federal student aid. This will depend on your need, the cost of attending the new school, and how much Federal student aid has already been disbursed to you. The last item is probably the most critical here as there are limits on how much Federal student aid you can receive in an academic year. The financial aid office at your new school will be able to help you determine how much you have already received and for how much money you will qualify. You may find out how much Federal student aid you received by contacting the sources below.



Financial Aid Disbursements

You may have received student financial aid from many different sources such as the Federal government, State government, or private lending institutions. The amount of aid received from these sources may affect your ability to receive future financial aid.

Federal Aid – Department of Education

You may find out how much Federal student aid you received from the U.S. Department of Education (such as Pell Grants, Stafford Loans, PLUS Loans, Perkins Loans), by visiting the Department's website <http://www.nslds.ed.gov>. This will link you to the Department's website to access your personal data. To access this data, you will need to enter a personal identification number (PIN). The PIN serves as your identifier and lets you access your personal information. You should not share your PIN with anyone.

PIN numbers were mailed previously to all Federal student aid applicants, however, if you are unable to locate yours, you may apply for one at <http://PIN.ed.gov>. If you need technical assistance accessing this website, please contact Customer Service at **1-800-4FED-AID (433-3243)**. They are available Monday-Friday, 7:00AM – 10:00PM central time. Once the Department receives your PIN request, you will receive it in the mail (or

email) in about 14 days. When using your PIN, be sure to type it exactly as it appears on the correspondence you receive from the Department of Education.

Federal Aid – Other Agencies

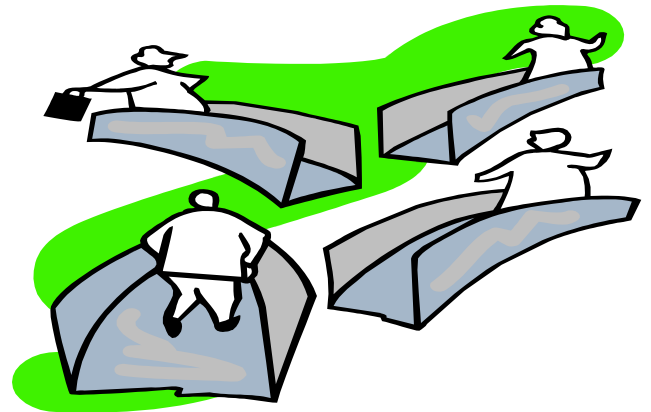


If you have received Financial aid from other Federal Government agencies such as the Department of Veteran’s Affairs or the Department of Health and Human Services, you should contact those agencies directly. You may contact the Department of Veteran’s Affairs at 1-888-442-4551 or <http://www.gibill.va.gov/education/benefits.htm>. You may contact the Department of Health and Human Services at (301) 443-4776 or <http://bhpr.hrsa.gov/dsa/pages/programs.htm>.

Student Aid from Non-Federal Sources

If you have received student financial aid from other sources, such as your State or from a private lending source, you will need to contact those sources directly to determine what monies were disbursed to you. This link will lead you to US State sources that provide financial aid to students:

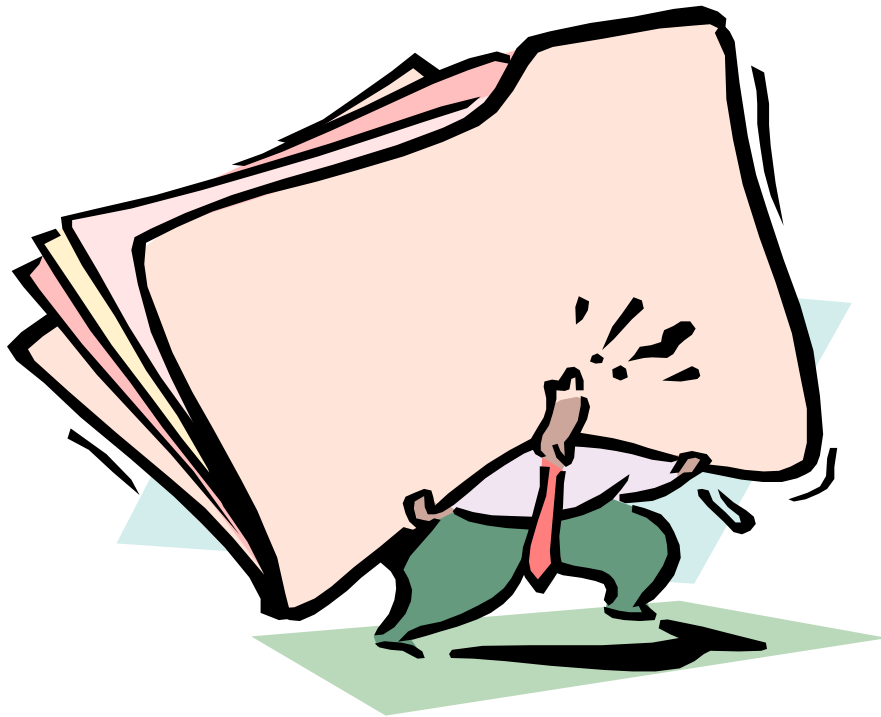
<http://www.finaid.org/otheraid/state.phtml>.



Academic Records

Locating Your Academic Records

If you were not able to obtain your academic records prior to your school closing, or immediately thereafter, you should contact the State licensing agency in the State in which the school was located for assistance in obtaining your records. (See the attached list for applicable state licensing agencies.) Some of these agencies take possession of student records as a matter of State law or policy when schools in their states close. Other agencies may make arrangements for storage of the student records.



Remedies

Loan Discharge

If you are unable to complete your education because you attended a school that closed, and did not accept a teach-out or transfer to another school, you may be eligible for a discharge of your loan if you have a Federal Stafford, PLUS, or Perkins Loan.

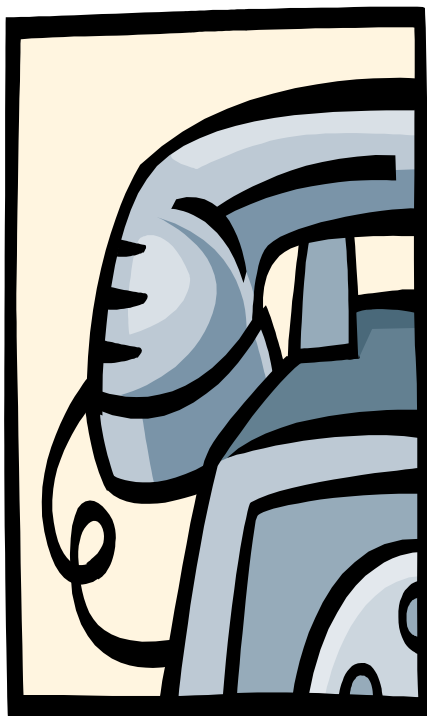
Loan discharges are not automatic with the closure of a school. You must send an application for loan discharge to the holder of your loan to have your loan discharged.

- You are eligible for a closed school loan discharge if you received your loan on or after January 1, 1986 and you (or the student for whom a parent
- were on an approved leave of absence the day the school closed, or
- withdrew from the school not more than 90 days before school closed, and
- you did not complete and are not now in the process of completing, this or a comparable program of study at another school by transferring academic credits or hours earned at the closed school to another school, or by any other means.

Discharge of Federal Stafford, PLUS or Direct loans

When a school closes, a closed school loan discharge application is sent to each Federal Stafford or PLUS loan borrower on record as attending (or in the case of a PLUS loan the student on whose behalf the parent borrowed) the school when it closed. If you do not receive an application in the mail you may contact the holder directly for this application. You may also obtain a loan discharge application on-line at:

www.ed.gov/offices/OSFAP/Students/closedschool/index.html or
www.ed.gov/offices/SFAP/DCS/cancel/home.html.

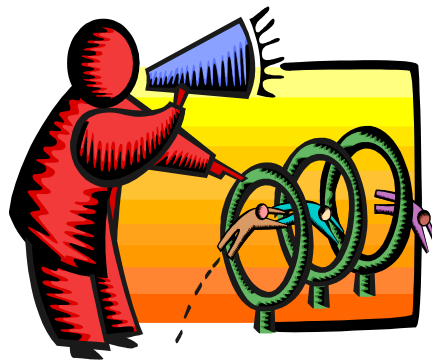


Discharge of Perkins Loans

You will need to submit a closed school loan discharge application to the Debt Collection Service (DCS) office within the U.S. Department of Education. Once a school closes, its Perkins loan portfolio will be assigned to DCS. If your school no longer has personnel available to answer questions you have concerning your Perkins loan, you should contact DCS at the following number 800-4FED-AID (433-3243).

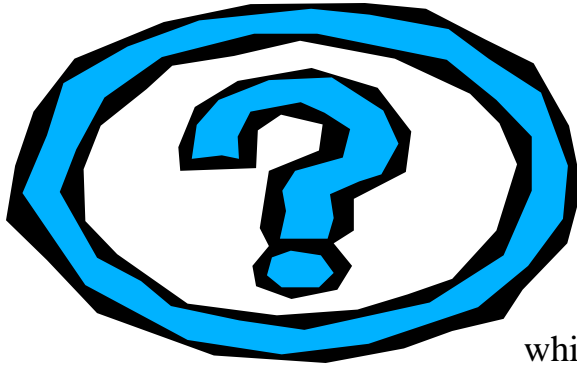
Discharge of Non-Federal Loans

You would need to contact the holders of your loans to inquire about what relief may be available to you concerning these loans. You may contact the State licensing agency to inquire about whether a tuition recovery fund or performance bond was made available for students to submit claims against to cover any losses they incurred by borrowing to attend the school that closed.



Impact of Loan Discharge on Future Borrowing

Once your application has been approved for discharge, the discharged loan balance will be removed from your account. Consequently, your annual and aggregate Federal borrowing limits will not include the discharged loan(s).



FAQ's Regarding Federal Loan Discharge

Q: Should I make payments on my loan while my discharge application is pending?

A: A borrower generally does not need to start making payments on his or her loan until 6 months after the borrower is no longer enrolled at least half-time in school. If the holder of your loan begins to attempt to collect on the loan(s) you borrowed to attend the school that closed, please contact the holder immediately so that you do not become delinquent or default on your loans.



Q: What if I am not eligible for loan discharge?

A: If you attended a school that closed but do not meet the conditions outlined above for loan discharge, or if you borrowed a loan that is not eligible for loan discharge, you are obligated to pay the remaining balance of the loan. If you do not work with the holder of the loan to stay in good standing with respect to your loan obligations, your credit rating may be adversely affected and you may be subject to additional financial penalties such as collection fees, legal fees and court costs. You should contact the holder of your loan and work with them to arrange reasonable and affordable payments.



Q: Do I have appeal rights in my loan is not discharged?

A: There is no appeal process if your application is denied for a closed school discharge.

For Further Information

For further information and resources on closed school loan discharges please visit the following web-site:

www.ed.gov/offices/OSFAP/Students/closedschool/index.html

Also, if you borrowed a Direct Loan you may wish to visit the following site for further information www.directloan.ed.gov .



When a School Files for Bankruptcy

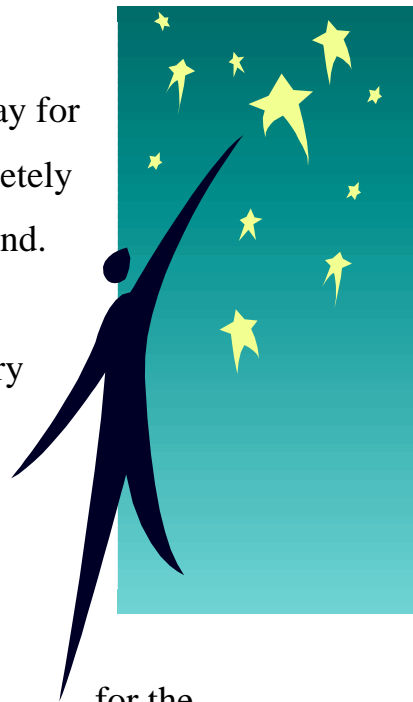


When a school files for bankruptcy, its assets are placed in control of the bankruptcy court. In order to make any claim to against the school for any money it owes you, you will need to file a petition for your loss with the bankruptcy court. You may also consult an attorney about any other options you may have through the court system to redeem any losses.

Tuition Recovery

If you made cash payments or borrowed private loans to pay for tuition at the closing institution, those funds may be completely or partly recoverable if your State has a tuition recovery fund.

You should contact the appropriate State agency on the attachment to inquire about whether it has a tuition recovery fund.



U.S. Department of Education

The United States Department of Education is responsible for the oversight of the Federal Student Assistance Programs. These programs include the Federal Pell Grant, Federal Stafford Loan, Federal PLUS, Federal Direct Loan, Federal Perkins Loan,

Federal SEOG, and Federal Work-Study Programs. The Department of Education's responsibilities include monitoring the expenditure of funds under these programs.



Accrediting Bodies

The accrediting agency is responsible for ensuring that a school is operating in compliance

with the agency's standards, policies, and procedures for educational quality. Routinely, the agency will work with the school to continue to provide its accreditation during a teach-out. However, when a school closes, it loses accreditation and is no longer a subject school of the accrediting body. The agency will usually respond to inquiries about the school after it closes; however, it is not responsible for the actions after closure since the school is no longer present to respond to allegations that are lodged against it. Students may call the school's accrediting agency for further information about its accrediting standards, policies, and procedures.

State Licensing Agencies

The State licensing agencies are responsible for ensuring that a school meets the conditions for licensure in its state. The State licensing agencies may be able to assist you with obtaining your academic transcripts, financial records, locating a school for teach-out or transfer, or issues related to tuition recovery.



Guarantee Agencies

The guarantee agencies are either non-profit or governmental organizations that oversee the Federal Stafford loan and Federal PLUS loans in their area of jurisdiction. Their responsibilities include guaranteeing Federal Stafford and PLUS loans and overseeing the schools that participate in their loan guarantee program.

State Authorizing Agencies

ALABAMA

Vocational and Degree Granting

State Department of Education
50 North Ripley Street,
Montgomery, AL 36130
(334) 242-9960
Fax: (334) 242-0498
<http://www.alsde.edu/>

Cosmetology

State Board of Cosmetology
100 North Union Street, Suite 320
Montgomery, AL 36130-1750
(334) 242-1918
Fax: (334) 242-1926
<http://www.aboc.state.al.us/>

Schools in Alabama are served by the Atlanta Case Management Team.

ALASKA

Vocational and Degree Granting

Alaska Commission on Postsecondary
Education
707 A Street, Suite 201
Anchorage, AK 99501
(907) 269-7970
Fax: (907) 269-7991
<http://www.state.ak.us/acpe/>

Cosmetology

State Board of Barbers and Hairdressers
P. O. Box 110806
Juneau, AK 99811-0806
(907) 465-2547
Fax: (907) 465-2974
<http://www.dced.state.ak.us/occ/pbah.htm>

Schools are served by the Seattle Case Management Team

ARIZONA

Vocational and Degree Granting

Arizona Private Postsecondary Education
Board
1400 West Washington, Room 260
Phoenix, AZ 85007
(602) 542-5709
FAX: (602) 542-1253
<http://azppse.state.az.us>

Cosmetology

State Board of Cosmetology
1721 East Broadway
Tempe, AZ 85282-1611
(480) 784-4539
Fax: (480) 784-4962

Schools in Arizona are served by the San Francisco Case Management Team.

ARKANSAS

Vocational

State Board of Private Career Education
612 South Summit, Suite 102
Little Rock, AR 72201
(501) 683-8000
FAX: (501) 683-8020
<http://www.state.ar.us/directory/detail2.cgi?ID=1084>

Cosmetology

State Board of Cosmetology
101 East Capitol, Suite 108
Little Rock, AR 72201
(501) 682-2168
Fax: (501) 682-5640
<http://www.state.ar.us/directory/detail2.cgi?ID=1076>

Schools in Arkansas are served by the Dallas Case Management Team.

CALIFORNIA

Vocational and Degree Granting

Bureau of Private Postsecondary and Vocational Education
400 R Street, Suite 5000
Sacramento, CA 95814
(916) 445-3427
FAX: (916) 323-6571
www.dca.ca.gov/bppve

Cosmetology

Bureau of Barbering & Cosmetology
400 R Street, Suite 5100
Sacramento, CA 95814
(916) 327-6250
Fax: (916) 445-8893
<http://www.dca.ca.gov/barber>

Schools in California are served by the San Francisco Case Management Team.

COLORADO

Vocational and Degree Granting

Department of Higher Education
1380 Lawrence St., Suite 1200
Denver, CO 80204
(303) 866-8723
FAX: (303) 894-2964
www.state.co.us/cche

Cosmetology

State Board of Barbers and Cosmetologists
1560 Broadway, Suite 1340
Denver, CO 80202
(303) 894-7772
Fax: (303) 894-7802
www.dora.state.co.us/barbers_cosmetologists

Schools in Colorado are served by the Denver Case Management Team.

CONNECTICUT

Vocational and Degree Granting

Connecticut Department of Higher Education
61 Woodland St.
Hartford, CT 06105
(860) 947-1818
FAX: (860) 947-1310
www.ctdhe.org

Cosmetology

Examining Board for Barbers, Hairdressers
and Cosmeticians
Department of Public Health
410 Capitol Avenue, MS# 13PHO
PO Box 340308
Hartford, CT 06134-0308
(860) 509-7569
Fax: (860) 509-7553
www.dph.state.ct.us

Schools in Connecticut are served by the New York Case Management Team.

DELAWARE

Vocational and Degree Granting

Delaware Department of Education
Po Box 1402
Dover, DE 19903
(302) 739-5622
FAX: (302) 739-5894
pbigelow@state.de.us

Cosmetology

State Board of Cosmetology and Barbering
861 Silver Lake Boulevard
Cannon Building, Suite 203
Dover, DE 19904
(302) 739-4522 ext. 218
Fax: (302) 739-2711

Schools in Delaware are served by the Philadelphia Case Management Team.

DISTRICT OF COLUMBIA

Vocational and Degree Granting

Education Licensure Commission
941 North Capitol Street, NE, Room 7246
Washington, DC 20002
(202) 442-4343
FAX: (202) 442-9562
www.dkra.dc.gov

Cosmetology

Department of Consumer & Regulatory Affairs
Board of Barbering & Cosmetology
941 North Capitol Street, NE, Room 7246
(202) 442-4459
FAX: (202) 442-9560

Schools in the District of Columbia are served by the Philadelphia Case Management Team.

FLORIDA

Vocational and Degree Granting

Florida Commission for Independent Education
2600 Apalachee Parkway, Suite A
Tallahassee, FL 32301
(850) 488-9504
FAX: (850) 488-9504
www.firn.edu/doe/cie/

Cosmetology

State Board of Cosmetology & Barbers Board
1940 North Monroe Street
Tallahassee, FL 32399-0790
(850) 488-5702
Fax: (850) 922-6959

Schools in Florida are served by the Atlanta Case Management Team.

GEORGIA

Vocational and Degree Granting

Georgia Nonpublic Postsecondary
Education Commission
2189 Northlake Parkway
Lavista Office Park, Bldg. 10, Suite 100
Tucker, GA 30084
(770) 414-3300
FAX: (770) 414-3309
www.gnpec.org

Cosmetology

State Board of Barbers & Cosmetology
237 Coliseum Drive
Macon, GA 31217
(912) 207-1430
Fax: (912) 207-1442

Schools in Georgia are served by the Atlanta Case Management Team.

HAWAII

Vocational and Degree Granting

Vocational School Licensing
1270 Queen Emma St., Room 409
Honolulu, HI 96813
(808) 586-3124
FAX: (808) 586-3129

Cosmetology

State Board of Barbering and Cosmetology
P. O. Box 3469
Honolulu, HI 96801
(808) 586-2699
barber_cosm@dcca.state.hi.us

Schools in Hawaii are served by the San Francisco Case Management Team.

IDAHO

Vocational and Degree Granting

Idaho State Department of Education
P.O. Box 83720
Boise, ID 83720
(208) 332-6921
FAX: (208) 332-6997
ptnadeau@sde.state.id.us

Cosmetology

State Board of Cosmetology
1109 Main Street, Suite 220
Boise, ID 83702
(208) 334-3233
Fax: (208) 334-3945
www.state.id.us/ibol

Schools in Idaho are served by the Seattle Case Management Team.

ILLINOIS

Vocational and Degree Granting

State Board of Higher Education
431 East Adams, Second Floor
Springfield, IL 62401-1418
(217) 557-7358
FAX: (217) 782-8548
www.ibhe.state.il.us
Private Business and Vocational Schools
Illinois Board of Education
100 West Randolph St., Suite 14-300
Chicago, IL 60601-3405
(312) 814-3517
FAX: (312) 814 2282
www.isbe.net/PBVS/default.htm

Cosmetology

Department of Professional Regulation
Professional Services Section
320 West Washington
Springfield, IL 62701
(217) 557-2053
Fax: (217) 782-7645
www.dpr.state.il.us

Schools in Illinois are served by the Chicago Case Management Team.

INDIANA

Vocational and Degree Granting

Indiana Commission on Proprietary Education
302 West Washington Street, Room E201
Indianapolis, IN 46204
(317) 232-1320
FAX: (317) 233-4219
www.IN.gov/cope

Cosmetology

State Board of Cosmetology Examiners
302 West Washington Street, Room E034
Indianapolis, IN 48204
(317) 232-2980
Fax: (317) 232-2312

Schools in Indiana are served by the Seattle Case Management Team.

IOWA

Vocational and Degree Granting

Secretary of State, Business Services Bureau
Lucas Bldg., 1st Floor
321 East 12th St.
Des Moines, IA 50319
(515) 281-5865
FAX: (515) 242-6025

Cosmetology

State Board of Cosmetology Examiners
Lucas Building East 12th and Grand
Des Moines, IA 50319
(515) 281-4416
Fax: (515) 281-3121

Schools in Iowa are served by the Kansas City Case Management Team.

KANSAS

Vocational and Degree Granting

Kansas Board of Regents
1000 SW Jackson St., Suite 520
Topeka, KS 66612-1321
(785) 296-4917
FAX: (785) 296-0983
www.kansasregents.org

Cosmetology

State Board of Cosmetology
714 SW Jackson, Suite 100
Topeka, KS 66603-3714
(785) 296-3155
Fax: (785) 296-3002

Schools in Kansas are served by the Kansas City Case Management Team.

KENTUCKY

Vocational and Degree Granting

Kentucky State Board for Proprietary Education
P.O. Box 1360
Frankfurt, KY 40602
(502) 564-4233
FAX: (502) 564-4818

Cosmetology

State Board of Hairdressers and
Cosmetologists
314 West Second Street
Frankfort, KY 40601
(502) 564-4262
Fax: (502) 564-0481

Schools in Kentucky are served by the Kansas City Case Management Team.

LOUISIANA

Vocational and Degree Granting

Louisiana State Board of Regents
150 Third St., Suite 129
Baton Rouge, LA 70801-1389
(225) 342-4253
FAX: (225) 342-9318
jponthie@regents.state.la.us

Cosmetology

State Board of Cosmetology
11622 Sunbelt Court
Baton Rouge, LA 70809
(225) 756-3404
Fax: (225) 756-3410

Schools in Louisiana are served by the Dallas Case Management Team.

MAINE

Vocational and Degree Granting

Higher Education Services
23 State House Station
Augusta, ME 04333
(207) 624-6846
FAX: (207) 624-6841
harry.osgood@state.me.us

Cosmetology

Dept of Professional and Financial Regulation
Office of Licensing & Registration
#35 State House Station
Augusta, Maine 04333-0035
(207) 624-8625
Fax: (207) 624-8637
www.state.me.us/pfr/olr/index.htm

Schools in Maine are served by the Boston Case Management Team.

MARYLAND

Vocational and Degree Granting

Maryland Higher Education Commission
16 Francis Street
Annapolis, MD 21401
(410) 260-4531
FAX: (410) 974-5376
www.mhec.state.md.us

Schools in Maryland are served by the Philadelphia Case Management Team.

Cosmetology

State Board of Cosmetologists
500 N. Calvert Street, Room 307
Baltimore, Maryland 21202-3651
(410) 230-6193
www.dllr.state.md.us/license/occprof/cos.html

MASSACHUSETTS

Vocational and Degree Granting

Massachusetts Private Postsecondary Schools
380 Main Street, 5th Floor
Malden, MA 02148
(781) 388-3128
FAX: (781) 388-3392
www.doe.mass.edu

Schools in Massachusetts are served by the Boston Case Management Team.

Cosmetology

State Board of Cosmetology
239 Causeway Street
Boston, MA 02114
(617) 727-4095
Fax: (617) 727-1627
www.state.ma.us/reg/boards/hd

MICHIGAN

Vocational and Degree Granting

Michigan Department of Career Development
201 N. Washington Square
Victor Office Center, 7th Floor
Lansing, MI 48913
(517) 373-2116
FAX: (517) 373-2759
ruizm@michigan.gov

Schools in Michigan are served by the Denver Case Management Team.

Cosmetology

Bureau of Commercial Services
State Board of Cosmetology
P.O. Box 30018
Lansing, MI 48909
(517) 241-9201
Fax: (517) 241-9280

MINNESOTA

Vocational and Degree Granting

Minnesota Higher Education Services Office
1450 Energy Park Dr., Suite 350
St. Paul, MN 55108
(651) 642-0585
FAX: (651) 642-0675
www.mheso.state.mn.us

Cosmetology

Department of Commerce
Licensing Division
85 Seventh Place East, #600
St. Paul, MN 55101-3165
(651) 296-6319
Fax: (651) 296-8591
licensing.commerce@state.mn.us

Schools in Minnesota are served by the Chicago Case Management Team.

MISSISSIPPI

Vocational and Degree Granting

Mississippi Commission on Proprietary
School and College Registration
3825 Ridgewood Road
Jackson, MS 39211
(601) 432-6340
FAX: (601) 432-6363
seal@abcjc.cc.ms.us

Cosmetology

State Board of Cosmetology
P. O. Box 55689
Jackson, MS 39296-5689
(601) 987-6837, ext. 107
Fax: (601) 987-6840

Schools in Mississippi are served by the Atlanta Case Management Team.

MISSOURI

Vocational and Degree Granting

Missouri Department of Higher Education
3515 Amazonas Dr.
Jefferson City, MO 65109
(573) 751-2361
FAX: (573) 751-6635
www.cbhe.state.mo.us

Cosmetology

State Board of Cosmetology
P. O. Box 1062
Jefferson City, MO 65102
(573) 751-1052
Fax: (573) 751-8167
www.ecodev.state.mo.us/pr

Schools in Missouri are served by the Kansas City Case Management Team.

MONTANA

Vocational and Degree Granting

Montana Commissioner of Higher Education
2500 Broadway
Helena, MT 59620
(406) 444-6570
FAX: (406) 444-1469
www.montana.edu/wwwoche

Cosmetology

State Board of Cosmetology
301 South Park
P. O. Box 200513
Helena, MT 59620-0513
(406) 841-2333
Fax: (406) 841-2305

Schools in Montana are served by the Denver Case Management Team.

NEBRASKA

Vocational and Degree Granting

Nebraska Department of Education
P.O. Box 94987
Lincoln, NE 68509
(402) 471-4825
FAX: (402) 471-8127
hbriley@nde.state.ne.us

Cosmetology

State Board of Cosmetology Examiners
PO Box 94986
Lincoln, NE 68509-4986
(402) 471-2117
Fax: (402) 471-3577
www.hhs.state.ne.us/lis/lis.asp

Schools in Nebraska are served by the Kansas City Case Management Team.

NEVADA

Vocational and Degree Granting

Nevada Commission of Postsecondary Education
1820 East Sahara Ave, Suite 111
Las Vegas, NV 89104
(702) 486-7330
FAX: (702) 486-7340
dperlman@cpe.state.nv.us

Cosmetology

State Board of Cosmetology
1785 East Sahara Avenue, Suite 255
Las Vegas, NV 89104
(702) 486-6542
Fax: (702) 369-8064

Schools in Nevada are served by the San Francisco Case Management Team.

NEW HAMPSHIRE

Vocational and Degree Granting

Postsecondary Education Commission
Two Industrial Park Dr.
Concord, NH 03301
(603) 271-2555
FAX: (603) 271-2696
www.state.nh.us/postsecondary

Cosmetology

State Board of Barbering Cosmetology and
Esthetics
Two Industrial Park Drive
Concord, NH 03301
(603) 271-3608
Fax: (603) 271-8889
www.state.nh.us/cosmet

Schools in New Hampshire are served by the Boston Case Management Team.

NEW JERSEY

Vocational and Degree Granting

New Jersey Commission on Higher Education
20 West State Street
Trenton, NJ 08625
(609) 292-4310
FAX: (609) 292-7225
www.state.nj.us/highereducation

Cosmetology

State Board of Cosmetology & Hairstyling
P.O. Box 45003
Newark, NJ 07101
(973) 504-6400
FAX: (973) 648-3536
www.state.nj.us/ps/ca/boards.htm

Schools in New Jersey are served by the New York Case Management Team.

NEW MEXICO

Vocational and Degree Granting

Commission on Higher Education
5301 Central NE, Suite 1500
Albuquerque, NM 87108
(505) 841-6611
FAX: (505) 841-6617
www.nmche.org

Cosmetology

State Board of Barbers and Cosmetologists
P.O. Box 25101
Santa Fe, NM 87504-2324
(505) 476-7116
Fax: (505) 476-7118
www.rld.state.nm.us/b&c/barber

Schools in New Mexico are served by the Dallas Case Management Team.

NEW YORK

Vocational and Degree Granting

New York State Department of Education
89 Washington Ave
Albany, New York 12234
(518) 474-3852
FAX: (518) 473-3644
www.nysed.gov/

Cosmetology

Department of State
Division of Licensing Services
84 Holland Avenue
Albany, NY 12208-3490
(518) 474-4429
Fax: (518) 473-6648
www.dos.state.ny.us

Schools in New York are served by the New York Case Management Team.

NORTH CAROLINA

Vocational and Degree Granting

NC Community College System
200 West Jones St.
5026 MSC
Raleigh, NC 27699
(919) 733-7051
FAX: (919) 733-0068
www.ncccs.cc.nc.us

Cosmetology

State Board of Cosmetic Art Examiners
1201 Front Street, Suite 110
Raleigh, NC 27609
(919) 733-4117
Fax: (919) 733-4127

Schools in North Carolina are served by the Atlanta Case Management Team.

NORTH DAKOTA

Vocational and Degree Granting

North Dakota Board for Vocational and
Technical Education
600 East Boulevard Ave., Dept. 270
Bismarck, ND 58505-0610
(701) 328-2678
FAX: (701) 328-1255
www.state.nd.us/vte

Cosmetology

State Board of Cosmetology
1102 South Washington Street, Suite 200
P. O. Box 2177
Bismarck, ND 58502-2177
(701) 224-9800
Fax: (701) 222-8756

Schools in North Dakota are served by the Denver Case Management Team.

OHIO

Vocational and Degree Granting

Ohio State Board of Proprietary
School Registration
35 East Gay St., Suite 403
Columbus, OH 43215
(614) 466-2752
FAX: (614) 466-2219
www.state.oh.us/scr

Schools in Ohio are served by the Chicago Case Management Team.

Cosmetology

State Board of Cosmetology
3700 S. High Street, Suite 101
Columbus, OH 43207-4041
(614) 466-3834
Fax: (614) 644-6880
www.state.oh.us/cos

OKLAHOMA

Vocational and Degree Granting

Oklahoma Board of Private Vocational Schools
2200 North Classen Blvd., Suite 1010
Oklahoma City, OK 73106
(405) 521-2225
FAX: (405) 528-3366
drea@oklaosf.state.ok.us

Schools in Oklahoma are served by the Dallas Case Management Team.

Cosmetology

State Board of Cosmetology
2200 Classen Boulevard, Suite 1530
Oklahoma City, OK 73106
(405) 521-2441
Fax: (405) 528-8310
www.state.ok.us/~cosmo

OREGON

Vocational and Degree Granting

Oregon Department of Education
255 Capitol Street, N.E.
Salem, OR 97310
(503) 378-3600 extension 2671
FAX: (503) 378-5156
ray.lindley@state.or.us

Schools in Oregon are served by the Seattle Case Management Team.

Cosmetology

Oregon Department of Education
700 Summer Street, NE, Suite 320
Salem, OR 97301-1287
(503) 378-8667 x 4329
Fax: (503) 370-9004
www.hdlp.hr.state.or.us/bhhome.htm

PENNSYLVANIA

Vocational and Degree Granting

Pennsylvania Department of Education
333 Market Street, 12th Floor
Harrisburg, PA 17126
(717) 783-8228
FAX: (717) 783-0583

Cosmetology

State Board of Cosmetology
PO Box 2649
Harrisburg, PA 17105-2649
(717) 783-7130
Fax: (717) 705-5540
www.dos.state.pa.us

Schools in Pennsylvania are served by the Philadelphia Case Management Team.

PUERTO RICO

Vocational and Degree Granting

Puerto Rico Council on Higher Education
P.O. Box 1990
San Juan, PR 00910
(737) 724-7100
FAX: (737) 725-2151
www.ces.gobierno.pr

Cosmetology

State Board of Examiners of Beauty Specialists
P.O. Box 9023271
San Juan, PR 00902-3271
(787) 722-2122
Fax: (787) 722-4818

Consejo General de Educacion (CGE)
Hata Rey Tower Suite 2100,
Piso 21 Ave. Munoz Rivera # 268
Phone: (787) 764-0720,764-0219
Fax: (787) 7564-0820
www.gobierno.pr/Agancias/cge.htm

Schools in Puerto Rico are served by the New York Case Management Team.

RHODE ISLAND

Vocational and Degree Granting

Rhode Island Office of Higher Education
301 Promenade Street
Providence, RI 02908
(401) 222-6560
FAX: (401) 222-6111
www.ribghe.org/riohe.htm

Cosmetology

State Board of Hairdressing
Three Capitol Hill
Room 104
Providence, RI 02908
(401) 222-2827
Fax: (401) 222-1272

Schools in Rhode Island are served by the Boston Case Management Team.

SOUTH CAROLINA

Vocational and Degree Granting

Commission on Higher Education
1333 Main Street, Suite 200
Columbia, SC 29201
(803) 737-2281
FAX: (803) 737-2297
www.che400.state.sc.us

Cosmetology

State Board of Cosmetology
P.O. Box 11329
Columbia, SC 29211
(803) 896-4494
Fax: (803) 896-4484
www.llr.state.sc.us/POL/Cosmetology

Schools in South Carolina are served by the Atlanta Case Management Team.

SOUTH DAKOTA

Vocational and Degree Granting

South Dakota Board of Regents
306 East Capitol St.
Pierre, SD 57501
(605) 773-3455

Cosmetology

Cosmetology Commission
500 East Capitol
Pierre, SD 57501-5070
(605) 773-6193
Fax: (605) 224-5072
www.state.sd.us/dcr/cosmo

Schools in South Dakota are served by the Denver Case Management Team.

TENNESSEE

Vocational and Degree Granting

Higher Education Commission
404 James Robertson Aprkway, Suite 1900
Nashville, TN 37243
(615) 741-5293
FAX: (615) 741-6230
www.state.tn.us/thec

Cosmetology

State Board of Cosmetology
500 James Robertson Parkway, First Floor
Nashville, TN 37243-1147
(615) 741-2515
Fax: (615) 741-1310
www.state.tn.us/commerce/cosmo/index.htm

Schools in Tennessee are served by the Kansas City Case Management Team.

TEXAS

Vocational and Degree Granting

Texas Workforce Commission
101 East 15th Street
Austin, TX 78778-0001
(512) 936-3100
FAX: (512) 936-3111
www.twc.state.tx.us/svcs/propschools/prophp

Cosmetology

Cosmetology Commission
5717 Balcones Drive
Austin, TX 78731
P. O. Box 26700
Austin, TX 78755-0700
(512) 454-4675
Fax: (512) 454-0339
www.txcc.state.tx.us

Schools in Texas are served by the Dallas Case Management Team.

UTAH

Vocational and Degree Granting

Utah Division of Consumer Protection
160 East 300 South
Salt Lake City, UT 84111
(801) 530-6929
FAX: (801) 530-6001
kvolsen@utah.gov

Cosmetology

Cosmetology/Barbering Board
P. O. Box 146741
Salt Lake City, UT 84114-6741
(801) 530-6254
Fax: (801) 530-6511
www.dopl.utah.gov/licensing/cosmetology.html

Schools in Utah are served by the Denver Case Management Team.

VERMONT

Vocational and Degree Granting

Vermont Department of Education
Career and Lifelong Learning
120 State St.
Montpelier, VT 05620
(802) 828-5139
FAX: (802) 828-3146
blorenz@doe.state.vt.us

Cosmetology

State Board of Barbers & Cosmetologists
26 Terrace Street, Drawer 09
Montpelier, VT 05609-1101
(802) 828-2191
Fax: (802) 828-2465
www.sec.state.vt.us

Schools in Vermont are served by the Boston Case Management Team.

VIRGINIA

Vocational and Degree Granting

Degree Granting Schools
State Council of Higher Education
101 North 14th Street, 9th Floor
Richmond, VA 23219
(804) 225-2609
FAX: (804)225-9604
www.schev.edu

Cosmetology

Board for Barbers and Cosmetology
3600 West Broad Street
Richmond, VA 23230-4917
(804) 367-8509
Fax: (804) 367-6295
www.state.va.us/dpor

Non-Degree Schools

Virginia Department of Education
P.O. Box 2120
Richmond, VA 23218
(804) 225-2848
FAX: (804) 225-2831
www.pen.k12.va.us

Schools in Virginia are served by the Philadelphia Case Management Team.

WASHINGTON

Vocational and Degree Granting

Workforce Training & Education
Coordinating Board
P.O. Box 43105
Olympia, WA 98504
(360) 753-5673
FAX: (360) 586-5862
www.wa.gov/wtb

Cosmetology

Dept. of Licensing, Cosmetology Section
P. O. Box 9026
Olympia, WA 98507-9026
(360) 664-6626
Fax: (360) 664-2550
www.dol.wa.gov/plss.cosfront.htm

Schools in Washington are served by the Seattle Case Management Team.

WEST VIRGINIA

Vocational and Degree Granting

Higher Education Policy Commission
1018 Kanawha Boulevard East, Suite 700
Charleston, WV 25301
(304) 558-0265
FAX: (304) 558-1646
www.hepc.wvnet.edu

Cosmetology

State Board of Barbers and Cosmetologists
1716 Pennsylvania Avenue, Suite 7
Charleston, WV 25302
(304) 558-2924
Fax: (304) 558-3450

Schools in West Virginia are served by the Philadelphia Case Management Team.

WISCONSIN

Vocational and Degree Granting

Educational Approval Board
30 West Mifflin Street, 9th Floor
P.O. Box 8696
Madison, WI 53703
(608) 266-1996
Fax: (608) 264-8477
www.eab.state.wi.us

Cosmetology

Bureau of Business and Design Professions
Barbering and Cosmetology
Department of Regulation and Licensing
P.O. Box 8935
Madison, WI 53708-8935
(608) 266-5511
Fax: (608) 267-3816
www.drl.state.wi.us

Schools in Wisconsin are served by the Chicago Case Management Team.

WYOMING

Cosmetology

Vocational and Degree Granting

Wyoming State Department of Education
Hathaway Bldg., 2nd Floor
2300 Capitol Ave
Cheyenne, WY 82002
(307) 777-6266
FAX: (307) 777-6234

Board of Cosmetology
2515 Warren Avenue, Suite 302
Cheyenne, WY 82002
(307) 777-3534
Fax: (307) 777-3681

Schools in Wyoming are served by the Denver Case Management Team.

Case Management Teams

Boston Office

Main No. 617-223-9338
Fax 617-223-4305
Mail/FedEx J. W. McCormack Post Office &
Courthouse Building, Room 706
Boston, MA 02109-4557

DC Office

Main No. 202-377-3173
Fax 202-275-3480 or 202-275-5716
Mail 830 First Street, NE
Washington, DC 20202

Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont

New York Office

Main No. 212-264-4022
Fax 212-264-5025
Mail/FedEx 75 Park Place, Room 1206
New York, NY 10007

DC Office

Main No. 202-377-3173
Fax 202-275-3480
Mail 830 First Street, NE, 7th Floor
Washington, DC 20202

New Jersey, New York, Puerto Rico, Virgin Islands

Philadelphia Office

Main No. 215-656-6442
Fax 215-656-6499
Mail/FedEx The Wanamaker Building, Suite 511
100 Penn Square East
Philadelphia, PA 19107

DC Office

Main No. 202-377-3173
Fax 202-275-3480

Delaware, District of Columbia, Maryland, Pennsylvania, Virginia, West Virginia

Atlanta Office

Main No. 404-562-6315
Fax 404-562-6321
Mail/FedEx 61 Forsyth Street, Room 18T20B
Atlanta, GA 30303

DC Office

Main No. 202-377-3173
Fax 202-275-5595
Mail 830 First Street, NE
Washington, DC 20202

Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina

Chicago Office

Main No. 312-886-8767
Fax 312-353-2836
Mail/FedEx 111 N. Canal Street, Room 830
Chicago, IL 60606

DC Office

Main No. 202-377-3173
Fax 202-275-5716
Mail 830 First Street, NE
Washington, DC 20202

Illinois, Minnesota, Ohio, Wisconsin

Dallas Office

Main No. 214-880-3044
Fax 214-880-2462
Mail/FedEx 1999 Bryan Street, Suite 2720
Dallas, TX 75201-6817

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Main No. 202-377-3173
Fax 202-275-5611
Mail 830 First Street, NE
Washington, DC 20202

Arkansas, Louisiana, New Mexico, Oklahoma, Texas

Kansas City Office

Main No. 816-880-4053
Fax 816-891-0983
Mail/FedEx Northpointe Tower, Room 900

10220 Executive Hills Boulevard
Kansas City, MO 64153

DC Office

Main No. 202-377-3173
Fax 202-275-5716
Mail 830 First Street, NE
Washington, DC 20202-5340
Iowa, Kansas, Kentucky, Missouri, Nebraska, Tennessee

Denver Office

Main No. 303-844-3677
Fax 303-844-4695
Mail/FedEx 1391 Speer Boulevard, Suite 800
Denver, CO 80204

DC Office

Main No. 202-377-3173
Fax 202-275-5716
Mail 830 First Street, NE
Washington, DC 20202
Colorado, Michigan, Montana, North Dakota, South Dakota, Utah, Wyoming

San Francisco Office

Main No. 415-556-4295
Fax 415-437-8206
Mail/FedEx 50 United Nations Plaza, Room 266
San Francisco, CA 94102

DC Office

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Washington, DC 20202-5341
Arizona, California, Hawaii, Nevada, the United States territories of Guam and American Samoa, the Republic of Palau, the Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, and the Republic of the Marshall Islands.

Seattle Office

Main No. 206-615-2594
Fax 206-615-2508
Mail/Fed Ex 701 Fifth Avenue, Suite 1600
Seattle, WA 98104

DC Office

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Washington, DC 20202-5340
Alaska, Idaho, Indiana, Oregon, Washington

