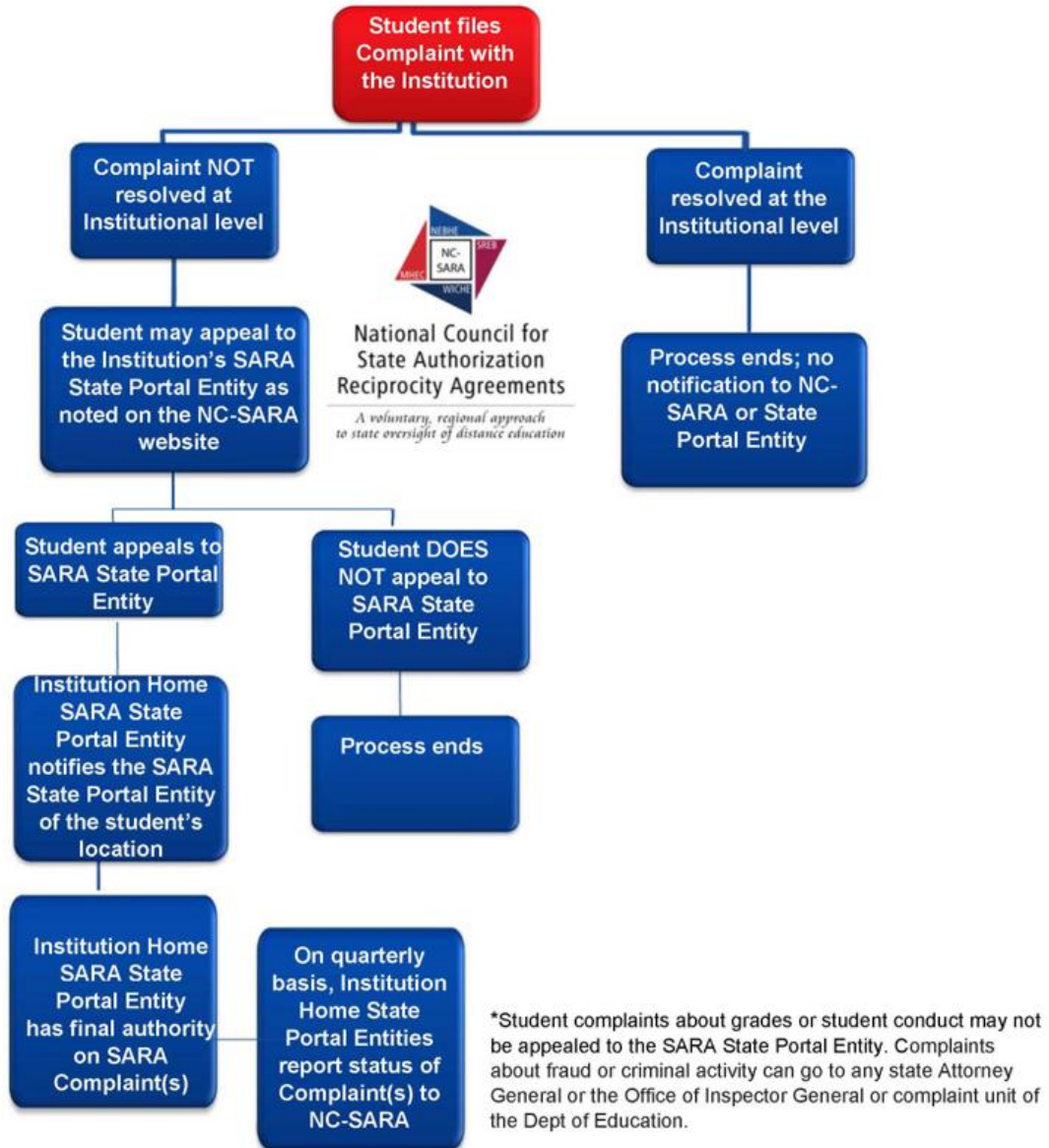


SARA Student Complaint Process



Academy College Student Complaint Process

Reporting a Grievance

Students, faculty, and other interested parties having complaints regarding the overall policies of Academy College should bring their complaints to the attention of the Director of Education .

These complaints could include but are not limited to the following:

- Education Activities
- Admissions
- Equipment
- Student Financial Aid
- Student Services
- Grade Appeals

If it believed that the complaints have not been satisfied, students, faculty and other interested parties may contact: Research and Program Services Office of Higher Education 1450 Energy Park, Suite 350 St Paul, MN, 55108 651 .642 .0533

STUDENT COMPLAINT PROCEDURE

Schools accredited by the Accrediting Commission of Career Schools and Colleges must have a procedure and operational plan for handling student complaints. If a student does not feel that the school has adequately addressed a complaint or concern, the student may consider contacting the Accrediting Commission. All complaints reviewed by the Commission must be in written form and should grant permission for the Commission to forward a copy of the complaint to the school for a response. This can be accomplished by filling out the ACCSC Complaint Form. The complainant(s) will be kept informed as to the status of the complaint as well as the final resolution by the commission. Please direct all inquiries to: Accrediting Commission of Career Schools & Colleges 2102 Wilson Boulevard, Suite 302 Arlington, VA 22201 (703) 247-4212 www.accsc.org

A copy of the ACCSC Complaint Form is available at the school and may be obtained by contacting Roger Sage, Director of Education, or online at www.accsc.org