Paul Mitchell The School Cleveland & Columbus

RE-ENTRY STUDENTS

RE-ENTRY POLICY

Students who have withdrawn or otherwise discontinued enrollment and wish to return to complete their program must submit a written request for re-entry via email. Students should contact the school's Admissions Department to obtain the appropriate email address for submitting the re-entry request. All re-entry requests are subject to review and approval by the school.

RE-ENTRY WITHIN 180 DAYS

Re-entry within 180 days of the student's last date of attendance may be considered when the student's withdrawal was due to mitigating circumstances.

UPON APPROVAL FOR RE-ENTRY

- The student's account and applicable charges will be reviewed and assessed accordingly based on the circumstances of the re-entry and the remaining requirements of the program.
- Previously completed and accepted clock hours and academic work will be reviewed and applied toward the program requirements, as applicable.
- The student will return with the Satisfactory Academic Progress (SAP) status in effect at the time of withdrawal, subject to review in accordance with the school's SAP Policy.

RE-ENTRY AFTER 180 DAYS

For students requesting re-entry more than 180 days after their last date of attendance:

- Any previous tuition balance must be paid in full prior to re-entry.
- Previously completed clock hours and academic work will be evaluated to determine the hours and requirements remaining for program completion.
- Tuition for the remaining hours required to complete the program will be assessed at the current hourly tuition rate.
- The student's Satisfactory Academic Progress (SAP) status will be reviewed and determined in accordance with the school's current SAP Policy.
- The student may be required to purchase a new kit or individual kit items if their existing kit is incomplete or does not contain the items required to complete the program.
- The student must submit a written request for re-entry via email. Students should contact the school's Admissions Department to obtain the appropriate email address for submitting the request.

RE-ENTRY DETERMINATION

Approval for re-entry is not automatic. The school will review the student's academic record, completed hours, Satisfactory Academic Progress status, financial account, program requirements, and any other applicable enrollment requirements before approving re-entry.

Upon approval, the student will be informed of the remaining hours required for completion, applicable tuition and charges, kit requirements, and any additional requirements that must be satisfied before returning to class.