Paul Mitchell The School Lexington

VETERANS ADDENDUM TO THE CATALOG

This catalog addendum applies to those students receiving U.S. Department of Veterans Affairs (VA) education benefits payments (GI Bill) while attending Paul Mitchell The School Lexington.

Conduct Policy: Students must conduct themselves in a respectable manner at all times. Disruptive or inappropriate behavior, as explained in the school's rules of conduct, or as deemed unsatisfactory or inappropriate conduct by school officials, will result in termination of VA education benefits, and possible dismissal from Paul Mitchell The School Lexington. Readmittance after conduct dismissal will be at the discretion of the school Director/Owner.

Academic Progress Policy: The academic progress of students receiving VA education benefits is evaluated **monthly at the end of the month**. VA students must maintain a 80% or greater cumulative grade point average on tests, written and practical exams, and satisfactory and timely completion of all assignments, reports, projects, etc. Failure to meet these criteria will result in being placed on academic probation for one month. If satisfactory progress is not regained by the end of the academic probation period, VA education benefits will be terminated and the student will be subject to dismissal from school. ***Certification to VA for payment will not be resumed until satisfactory progress is regained.*** Readmittance after dismissal for academic reasons requires approval of the school Director/Owner.

Attendance Policy: Students are expected to attend all classes. The attendance of students receiving VA education benefits is evaluated **monthly at the end of the month**. If circumstances prevent attendance at a particular class, prior notification is expected. If attendance falls below 90%, the student will be placed on attendance probation for one month. If the student has not returned to satisfactory attendance at the end of the one month attendance probation period, VA education benefits will be terminated and the student will be subject to dismissal from school. ***Certification to VA for payment will not be resumed until satisfactory attendance is regained.*** Students whose absences result from authorized mitigating circumstances, as determined by the school Director/Owner, will not be terminated. Readmittance after dismissal for violating attendance standards requires approval of the school Director/Owner.

Conditions of re-entrance for those students dismissed for unsatisfactory progress: A student whose training is interrupted due to unsatisfactory progress who wishes to re-enter, may do such after 30 days. At this time, the student will receive individual counseling from the school Director to determine if the cause of unsatisfactory progress has been removed and to see if the student is still suitable in his or her aptitudes, interest and abilities. The Director will then make a decision regarding the student's re-entry to the school. After the student re-enters, he or she will be evaluated after a 30-day probation period to determine if they are making satisfactory progress (80% grade point average).

Prior Credit Policy: Per Title 38, Code of Federal Regulations (38 CFR), Section 21.4253 (d)(3), previous training and experience will be considered, and granted if appropriate, for veterans and other eligible students. Veterans must submit a copy of their DD Form 214, and all students must request that transcripts from all previous postsecondary schools attended be forwarded to Paul Mitchell The School Lexington for review.

Reporting Tuition and Fees: School's Application and/or registration fees that also includes Test and/or Licensure fees **cannot** be certified to the VA.

A detailed description of tuition and fees charged must be provided in the school's catalog, student handbook, and student's enrollment agreement.

Certifying tuition and fees: According to the School Certifying Official Handbook 5th Edition; "Tuition is the actual established charges for tuition the student is required to pay. Tuition is defined in the school's catalog or supplement and listed as tuition on the school's billing statement or invoice. Fees are mandatory charges (other than tuition, room, and board)." Tool Kit & Supply Cost can only be certified if purchased directly through the school and appears on the school's billing statement or invoice. If options to purchase the tool kit/supplies from an outside source, then the school cannot certify the fee to the VA.

Full-time Requirements for VA Educational Benefits: Non-College Degree (NCD) schools are measured in clock hours. Benefits are paid based on the clock hours of attendance per week as stated in the school's catalog, student handbook, and/or student enrollment agreement. If clock hours per week vary and the benefit amount is affected, the variance must be reported for calendar weeks, Sunday through Saturday, between the beginning and ending dates. Please see the chart below that provides further explanation for Training time requirements for VA Education benefits.

IMPORTANT NOTICE: Students whose VA education benefits are terminated for violating academic progress or attendance standards may experience a negative impact to their VA education benefits that could result in SIGNIFICANT DEBTS owed to the VA.

Paul Mitchell The School Lexington does not use erroneous, deceptive, or misleading practices with our veteran or non-veteran students.

References: 38 CFR 21.4135, 38 CFR 21.4253, 38 CFR 21.4254, 38 CFR 21.4277, 38 CFR 21.4278

Training Time Requirements for VA Education Benefits Non Degree Programs Measured in Clock Hours	
Training Time	**Shop Predominate**
Full-Time	22 Hours/Week
3/4 Time	16-21 Hours/Week
1/2 Time	11-15 Hours/Week
Less Than 1/2 Time	6-10 Hours/Week
1/4 Time or Less	1-5 Hours/Week

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