

Consumer Information

The Federal Department of Education requires colleges to disclose the following pieces of information:

Accreditation Approval and Licensure

La' James International Colleges are nationally accredited by the National Accrediting Commission of Career Arts and Sciences, Inc. (4401 Ford Avenue, Suite 1300, Alexandria, VA 22302, 703-600-7600) www.naccas.org. NACCAS is recognized by the U.S. Department of Education as a national accrediting agency for postsecondary schools and programs of cosmetology arts and sciences, electrology, and massage.

Approval and Licensure

IA: In Iowa La' James International Colleges are licensed and approved by the Iowa State Board of Cosmetology Arts and Sciences Examiners; Iowa State Department of Health, Lucas State Office Building, Des Moines, IA 50319, 515-281-4416.

IL: In Illinois La' James International College is licensed and approved by the Illinois Department of Professional Regulation, 320 W. Washington, 3rd Floor, Springfield, IL 62786, 217-785-0800.

NE: In Nebraska the Cosmetology and Nail Technology divisions are approved by the State of Nebraska Credentialing Department, P.O. Box 94986, Lincoln, NE 68509-4986, 402-471-2117.

ALL La' James International Colleges are approved by the Department of Public Instruction for Veterans Assistance and Training Vocational Rehabilitation, Social Security, Social Service, and J.T.P.A.

Availability of Aid Information

Contact Information

Corporate Financial Aid Office
2419 5th Avenue South - Fort Dodge, IA 50501

Phone: 515-576-4046 or 888-880-2108

Fax: 515-576-5529

E-mail: faqquestion@lajames.net

The primary purpose of a Financial Aid program is to provide assistance for students who otherwise might find it difficult or impossible to attend College. If you are experiencing difficulty due to finances, you are encouraged to contact the Financial Aid Office to determine if assistance may be available. Please do not withdraw from College for financial reasons without first having consulted with the Financial Aid staff. Please understand that all staff in the Financial Aid and Student Services Department will work to answer your questions or assist you in any way. We are here to serve you!

Campus Security Policies <http://nces.ed.gov/collegenavigator/?q=la+james+international&s=all>

The purpose of these policies is to assure a safe college environment for students, staff and the public. The authority of La' James International College staff is limited to the enforcement of campus rules and regulations. Incidents that go beyond this scope are referred to and investigated by the local police department. Should you need to report a criminal act, sex offense or other emergency occurring on campus, please report this directly to your College Administrator. If not available, report to a staff member in charge. The only people allowed in the college are LJIC staff, students and guests. LJIC reserves the rights to ask any guest, student or visitor to leave the facility following any disruptive behavior.

Annual campus crime and security reports for each location can be accessed by visiting:

<http://ope.ed.gov/security/Index.aspx>

The report includes information on certain types of criminal offenses that occurred on campus and on public property around the campus; including hate crimes, arrests and disciplinary actions.

We encourage all students to be aware of their surroundings when walking to and from their chosen form of transportation when arriving to and departing from school.

Emergency/Fire Procedures

In case of fire or other reasons to evacuate the premises, quickly and safely leave the building at the nearest marked exit.

In case of severe weather or tornado, students need to move to the center of the building away from all windows. Get under tables or counter tops.

Inclement Weather

LJIC will generally close during winter weather that causes the local community colleges and universities to close. A text message will be sent to the students' cell phone number on file with us. It is the students' responsibility to make sure LJIC has a current cell phone number on file.

Career/Job Placement Services

La' James International College does not guarantee employment. However, the college receives more requests for its graduates than they are able to fill. Being networked locally, nationally, and internationally, La' James International College is in contact with many salons, employers, and manufacturers who request to interview its graduates regarding employment opportunities. La' James International College offers ongoing placement assistance to all its graduates.

Computer Use/File Sharing

Peer to peer file sharing is a popular, efficient, and legal way to share files for which you have legal license to distribute or receive via computer networks. Receiving or transmitting files for which you do not have legal license to distribute is not permitted under LJIC's network use policies and is in many cases an illegal act punishable under criminal and/or civil law. LJIC will contact any user found to be violating this policy with information regarding the claimed infringement. Failure to respond to and address the claimed infringement notice and associated activity may result in loss of network privileges.

There are a number of issues that LJIC users need to consider when it comes to file sharing activity:

All users of LJIC's network resources are legally responsible for their own actions. LJIC as an institution cannot and will not provide legal protection for online activities, and we will cooperate with any lawful legal action directed at users of our network.

LJIC does not currently have any active processes to monitor the legality of traffic on our network. We believe users should be responsible for their actions and that it is not LJIC's responsibility to police compliance.

LJIC does not block any protocols on our network outright, though we do shape and limit bandwidth to individual users to ensure a positive network experience for all. There are legal and legitimate reasons to use peer-to-peer file sharing protocols, and we don't believe it right to block certain types of traffic because they might be used illegally.

People (and computers) are watching what you do online. If you are sharing files for which you do not own legal license to distribute, you run a good risk of being identified by copyright holders. If we are notified of fraudulent acts committed on our network, we can (and will) track who was responsible for the activity and hold them accountable for that activity.

Installing and operating a personally-owned wireless access point attached to LJIC's network is not permitted. Anyone that installs wireless access points on the LJIC network may have their access to network resources disabled and will be held responsible for all activity that occurs on that access point. This includes anonymous use by others of your access point. In cases where file sharing or other illegal activity occurs over open access points, we have and will continue to pursue punitive measures against the owner and manager of the wireless access point.

Copyright Infringement

It is the policy of LJIC to comply with all copyright laws. This includes but is not limited to copying textbooks, manuals, periodicals, as well as peer to peer file sharing. All students are expected to be aware of and follow these laws. Any member of the school practicing unauthorized use or distribution of copyrighted material will be subject to sanctions by the school up to dismissal from school. Individuals would also be subject to Federal criminal offenses for copyright law violations.

Drug and Alcohol Abuse Prevention

La' James International College standards of conduct, prohibit the unlawful possession, use or distribution of drugs and alcohol by students on the institution's property, or as any part of the institution's activities. In the event of an accident, a drug or alcohol test may be required. Anyone possessing, using or distributing drugs or alcohol at La' James International College, may be terminated and referred for prosecution for violations.

Re-enrollment or re-employment may only occur after the College has received written documentation, stating proof of treatment and release from an appropriate agency.

Any student that would need assistance for chemical dependency or rehabilitation should contact their College Administrator for assistance or Alcohol & Drug Help Line 1-800-923-HELP (4357) or www.adhl.org.

A federal or state drug conviction can disqualify a student for FSA funds. The student self-certifies in applying for aid that he is eligible; you're not required to confirm this unless you have conflicting information.

Convictions only count if they were for an offense that occurred during a period of enrollment for which the student was receiving Title IV aid—they do not count if the offense was not during such a period. Also, a conviction that was reversed, set aside, or removed from the student's record does not count, nor does one received when she was a juvenile, unless she was tried as an adult.

A student regains eligibility the day after the period of ineligibility ends or when he successfully completes a qualified drug rehabilitation program. Further drug convictions will make him ineligible again.

Students denied eligibility for an indefinite period can regain it only after successfully completing a rehabilitation program as described below or if a conviction is reversed, set aside, or removed from the student's record so that fewer than two convictions for sale or three convictions for possession remain on the record. In such cases, the nature and dates of the remaining convictions will determine when the student regains eligibility. It is the student's responsibility to certify that he/she has successfully completed the rehabilitation program.

When a student regains eligibility during the award year, Pell and Campus-based aid may be awarded for the current payment period and Direct loans for the period of enrollment.

Standards for a qualified drug rehabilitation program

A qualified drug rehabilitation program must include at least two unannounced drug tests and must satisfy at least one of the following requirements:

- Be qualified to receive funds directly or indirectly from a federal, state, or local government program.
- Be qualified to receive payment directly or indirectly from a federally or state-licensed insurance company.
- Be administered or recognized by a federal, state, or local government agency or court.
- Be administered or recognized by a federally or state-licensed hospital, health clinic, or medical doctor.

Education Tax Credits

The Taxpayer Relief Act of 1997 enacted the HOPE and Life Long Learning Tuition Tax Credits, tax-free status for distributions from private prepaid tuition plans, penalty-free distributions from retirement funds for education, and a tax deduction for interest on educational loans. Credits are available for educational expenses paid by the parent for student. Because the specifics on each of the programs vary according to individual circumstances, we encourage you to discuss this with your tax consultant.

For more information on these programs, we encourage you to view information offered by the [Iowa College Student Aid Commission](#) and the [Internal Revenue Service](#).

Entrance and Exit Loan Counseling <https://studentloans.gov/myDirectLoan/index.action>

Federal, State and Institutional Financial Aid Federal Financial Aid Programs

<i>Aid Programs</i>	<i>Description</i>	<i>Amount</i>	<i>Repayment</i>
PELL GRANTS	FEDERAL PELL GRANTS A Federal Pell Grant is awarded to help eligible students, with high need, pay for their education after high school. For many students, Pell Grants provide a “foundation” of financial aid to which aid from other federal and non-federal sources may be added. Pell Grants are awarded directly by the federal government depending on your financial need and your college costs. You must be enrolled at least half-time as an undergraduate student at an eligible school. To apply for a Federal Pell Grant, you must complete a FAFSA form.	From \$400 to \$5,550 a year, according to need.	None
FEDERAL DIRECT LOAN PROGRAM	FEDERAL DIRECT LOAN PROGRAM There are two types of Federal Direct Loans: subsidized and unsubsidized. The Federal Government pays the interest on subsidized loans while the borrower is in school and during periods of grade or an authorized deferment. The borrower is responsible for the payment of interest for unsubsidized loans. All other provisions of the two loans are identical unless otherwise noted. Before you can receive a Federal Direct Loan, a school must first determine your eligibility for a Federal Pell Grant. This process determines your eligibility for a Federal Direct Loan.	SUBSIDIZED LOAN LIMITS Full Year Maximum Freshman \$3,500 Sophomore \$4,500 UNSUBSIDIZED LOAN LIMITS Full Year Maximum Freshman \$6,000	Repayment begins six months after the student graduates or leaves school. Extends up to 10 years.
FEDERAL DIRECT PLUS LOAN PROGRAM	FEDERAL DIRECT PLUS LOAN PROGRAM Federal Direct PLUS loans are available to parents to pay for the educational expenses of financially dependent undergraduate students. These loans may be used to supplement Federal Direct Loans. Any natural or adoptive parent of a dependent student enrolled at least half-time in an approved higher education institution is eligible for a Federal PLUS loan. A credit check will be performed prior to loan approval.	LOAN LIMITS A parent may borrow up to the cost of education minus whatever other financial aid is available for the student. Federal Direct PLUS loan limits do not include any amounts the student is eligible to borrow under the Federal Direct Loan program.	Fees are deducted from the loan before the proceeds are disbursed. Federal Direct PLUS Loans have a variable interest rate and are disbursed directly to the school. Repayment begins 60 days after the last disbursement.
SUPPLEMENTAL EDUCATION OPPORTUNITY GRANTS	SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS (SEOG) Federally funded SEOG grants are given to undergraduate students with exceptional financial need, as determined by the school. Grant awards depend on your need and the amount of funds made available to the school. School financial aid offices administer this program.	\$100 to \$500 a year	None

Other State and Federal Programs:

Social Security, Veterans benefits, Social Service and Vocational Rehabilitation, Promise Jobs, Job Training Partnership Act, and Nebraska State Grants. Check with our financial aid department for detailed information

For a full-time student, the maximum time to complete the programs offered is as follows:

Cosmetology: 2,100 hours (Iowa) – 66 weeks; **Cosmetology:** 1,500 hours (Illinois) – 55 weeks; **Teacher Training:** 1,000 hours – 32 weeks; **Nail Technology:** 350 hours – 19 weeks; **Esthetics:** 750 hours – 30 weeks; **Massage Therapy:** 750 hours – 30 weeks.

Nebraska: **Cosmetology:** 2,100 hours – 58 weeks; **Nail Technology:** 300 hours – 16 weeks; **Teacher Training:** 925 hours – 30 weeks; **Esthetics:** 675 – 27 weeks.

Faculty

Each LJIC staff member is dedicated to the success of our enrolled students. All educators are required to have a current license in their practice and an additional instructor license as applicable by their state. Regardless of state mandates, it is the policy of LJIC that all instructors be required to attend the Advanced Teachers Training on Master Education Skills within a designated period to be determined at time of hire. LJIC offers Continuing Education Classes throughout the year for instructors to fulfill their state requirements for license renewal.

Graduation Rates – <http://nces.ed.gov/collegenavigator/?q=la+james+international&s=all>

Missing Student Policy and Procedures (Fremont Campus Only) Federal law requires colleges to establish a missing student notification policy and related procedures for students who reside in on-campus housing. The LJIC policy follows.

I. Policy Statement on Missing Students

Each student has the option to identify an individual to be contacted by LJIC officials or law enforcement personnel no later than 24 hours after the time a student is determined missing (see below).

In the case of students who are under 18 years of age and not emancipated, LJIC is required by federal law to notify a custodial parent or guardian no later than 24 hours after the time a student is determined missing.

LJIC officials will notify the appropriate law enforcement agency no later than 24 hours after the time a student is determined missing. If LJIC is notified of a potential missing student and makes a determination that the student has been missing for more than 24 hours and has not returned LJIC will initiate the emergency contact procedures in accordance with the student's designation. If LJIC has reason to believe the student is missing and endangered, the emergency contact process may be initiated prior to being missing for 24 hours.

II. Missing Student Confidential Contact

Missing Student Confidential Contact Information – You have the option to designate an individual to be contacted in the event you are determined to be missing—by LJIC officials or law enforcement personnel—for a period of more than 24 hours.

Name _____

Phone _____

* **Note:** If you are under 18 years of age and not emancipated, federal law requires that a custodial parent or guardian be contacted.

III. Procedure If You Believe a Student Is Missing

Immediately notify the College Administrator.

If the student is determined to be missing for more than 24 hours, LJIC officials will notify the Decorah Police Department and the student's confidential contact (if the student has provided a confidential contact). If the missing student is under 18 years of age and not emancipated, LJIC officials will immediately notify a custodial parent or guardian.

Notice of Nondiscrimination

La' James International College, in their admission, instruction and graduation policies, practice no discrimination on the basis of sex, race, color, sexual orientation, national origin, disability, age or religion. La' James International College does not publish or release student directory information.

Privacy Policy

Information about an individual student is released only with written instruction, per request, of the student or the parent/guardian, if the student is a minor. Students or authorized persons may view a student's cumulative file, under supervision of school management, after presenting a written request to the school manager. The school will permit access to student and other school records as required for any accreditation process initiated by the institution, federal or state agencies, by the National Accrediting Commission of Career Arts and Sciences, or in response to a directive of the Commission. Legal or accreditation agencies also have access to this information without written consent. La' James International College will retain a student's record for a minimum of five (5) years.

FERPA

The **Family Educational Rights and Privacy Act (FERPA)** affords students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. A student should submit to the appropriate school official, a written request that identifies the record(s) the student wishes to inspect. The school official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the School official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. A student who wishes to ask the School to amend a record should write the School official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed. If the School decides not to amend the record as requested, the School will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment.

Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the School discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent. The School discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the School in an administrative, supervisory, academic or research, or support staff position; a person or company with whom the School has contracted as its agent to provide a service instead of using School employees or officials (such as an attorney, auditor, or collection agent); or a student or person serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the School.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

Students are **not** entitled to inspect the financial records of their parents. During orientation students are given a 'Privacy Release Form' to read and sign, which refer to the use and disclosure of their records. **Educational records are defined as:** Files, materials, and documents which contain information directly related to a student and are maintained by the college. Including the student's admission packet, orientation sign-off sheet, financial aid applications and verification documents, student loan information, attendance records, grades, progress reports and may contain copies of the student's drivers license, social security card and proof of education.

Refund Policy/Withdrawals, Refunds

IOWA COLLEGE REFUND POLICY:

An applicant not accepted by the College will receive a refund of all monies paid. If a student (and parent or guardian, if the student is a dependent minor) cancels their enrollment and demands their money returned in writing, within three business days of the signing of the enrollment agreement or contract, all monies collected by the college, shall be refunded, less the application fee. The cancellation date will be determined by the postmark on the written notification, or the date said information is delivered to the school administrator/owner in person. This policy applies regardless of whether or not the student has actually started training.

If a student cancels their enrollment after three business days after the signing, but prior to entering classes, the student shall be entitled to a refund of all monies paid to the College, less the application fee and registration fee.

For students who enroll in and begin classes the school refund is based on Section 485 of the Higher Educational Amendments of 1998, Public Law 105-244 that was signed into law October 7, 1998. Under the 1998 Amendments, section 484B (effective 10/7/00) prescribes the amount of Title IV HEA program assistance a student has earned as of the time he or she ceases attendance. The amount of Title IV, HEA program assistance earned is based on the percent of time the student spent in academic attendance; it has no relationship to the student's incurred institutional charges during the enrollment period.

A leave of absence may be granted if the student will experience an interruption in their training for an extended length of time. If a student on a leave of absence is not returning, the College requires that he/she notifies the College. The date of withdrawal shall be the earlier of the date of expiration of the leave of absence or the date the student notifies the College that he/she will not be returning. A leave of absence is the only criteria by which your contract end date can be adjusted.

The actual institutional charges are determined by the tuition refund policy as established and governed by the State Law as follows: Iowa State Tuition Refund Policy—Section 714.23 Code 1989, Amended 4/1990 For Courses of Instruction With a Contract and Tuition Charges for More Than Four Months. The college shall make a pro rata refund of 90% of the tuition for a terminating student based upon the ratio of scheduled hours to 60% of the scheduled hours of the course. If a student should terminate after 60% of the scheduled course, there is no refund of tuition.

Enrollment time is defined as the time elapsed between the actual starting date and the date of the student's last day of physical attendance in the College. Any monies due the student or applicant will be refunded within 30 days after formal cancellation by the student (as defined above) or formal termination by the school, which shall occur within 30 days of a determination by the institution that the student has withdrawn without notifying the institution. To determine unofficial withdrawals, the school must monitor each student's completion of class participation in learning activities, such as class examinations, tutorials, computer-assisted instruction, and participation in academic counseling or advisement or other academically related activities.

Students withdrawing with a balance due on account must have the balance paid in full within 10 days of termination/withdraw. If not paid in full any remaining balance due will be submitted to a collection agency and the student will be responsible for a 100% collection fee plus 10% late fee.

ILLINOIS COLLEGE REFUND POLICY:

An applicant not accepted by the College will receive a refund of all monies paid. If a student (and parent or guardian, if the student is a dependent minor) cancels their enrollment and demands their money returned in writing, within three business days of the signing of the enrollment agreement or contract, all monies collected by the college, shall be refunded, less the application fee. The cancellation date will be determined by the postmark on the written notification, or the date said information is delivered to the school administrator/owner in person. This policy applies regardless of whether or not the student has actually started training.

If a student cancels their enrollment after three business days after the signing, but prior to entering classes, the student shall be entitled to a refund of all monies paid to the College, less the application fee and the registration fee.

For students who enroll in and begin classes the school refund is based on Section 485 of the Higher Educational Amendments of 1998, Public Law 105-244 that was signed into law October 7, 1998. Under the 1998 Amendments, section 484B (effective 10/7/00) prescribes the amount of Title IV HEA program assistance a student has earned as of the time he or she ceases attendance. The amount of Title IV, HEA program assistance earned is based on the percent of time the student spent in academic attendance; it has no relationship to the student's incurred institutional charges during the enrollment period.

A leave of absence may be granted if the student will experience an interruption in their training for an extended length of time. If a student on a leave of absence is not returning, the College requires that he/she notifies the College. The date of withdrawal shall be the earlier of the date of expiration of the leave of absence or the date the student notifies the College that he/she will not be returning. A leave of absence is the only criteria by which your contract end date can be adjusted.

The actual institutional charges are determined by the tuition refund policy as established and governed by the State Law as follows: Illinois State Tuition Refund Policy—Section 3B-13 of the Act, Amended at 21 Ill. Reg. 7377, and effective May 29, 1997. The College shall make refund of the tuition for a terminating student based upon the percentage of time to total time of course. If a student should terminate after 50% of the course, there is no refund of tuition.

Enrollment time is defined as the time elapsed between the actual starting date and the date of the student's last day of physical attendance in the College. Any monies due the student or applicant will be refunded within 30 days after formal cancellation by the student (as defined above) or formal termination by the school, which shall occur within 30 days of a determination by the institution that the student has withdrawn without notifying the institution. To determine unofficial withdrawals, the school must monitor each student's completion of class participation in learning activities, such as class examinations, tutorials, computer-assisted instruction, and participation in academic counseling or advisement or other academically related activities.

Students withdrawing with a balance due on account must have the balance paid in full within 10 days of termination/withdraw. If not paid in full any remaining balance due will be submitted to a collection agency and the student will be responsible for a 100% collection fee.

The cost of extra items to the student such as uniforms, instructional supplies, texts or equipment, service charges, deposits, rentals, and enrollment fees will not be considered in refund computations.

If the College is permanently closed and no longer offering instruction after a student has enrolled, the student shall be entitled to a pro rata refund of tuition.

An applicant not accepted by the College will receive a refund of all monies paid. If a student (and parent or guardian, if the student is a dependent minor) cancels their enrollment and demands their money returned in writing, within three business days of the signing of the enrollment agreement or contract, all monies collected by the college, shall be refunded. The cancellation date will be determined by the postmark on the written notification, or the date said information is delivered to the school administrator/owner in person. This policy applies regardless of whether or not the student has actually started training.

If a student cancels their enrollment after three business days after the signing, but prior to entering classes, the student shall be entitled to a refund of all monies paid to the College, less the application fee and the registration fee.

For students who enroll in and begin classes the school refund is based on Section 485 of the Higher Educational Amendments of 1998, Public Law 105-244 that was signed into law October 7, 1998. Under the 1998 Amendments, section 484B (effective 10/7/00) prescribes the amount of Title IV HEA program assistance a student has earned as of the time he or she ceases attendance. The amount of Title IV, HEA program assistance earned is based on the percent of time the student spent in academic attendance; it has no relationship to the student's incurred institutional charges during the enrollment period.

A leave of absence may be granted if the student will experience an interruption in their training for an extended length of time. If a student on a leave of absence is not returning, the College requires that he/she notifies the College. The date of withdrawal shall be the earlier of the date of expiration of the leave of absence or the date the student notifies the College that he/she will not be returning. A leave of absence is only criteria by which your contract end date can be adjusted.

The actual institutional charges are determined by the tuition refund policy as defined by NACCAS (National Accrediting Commission of Cosmetology Arts & Sciences), which has been adopted as the institution's policy. The college shall make refund of the tuition for a terminating student based upon the percentage of time to total time of course. If a student should terminate after 50% of the course, there is no refund of tuition.

Enrollment time is defined as the time elapsed between the actual starting date and the date of the student's last day of physical attendance in the College. Any monies due the student or applicant will be refunded within 30 days after formal cancellation by the student (as defined above) or formal termination by the school, which shall occur within 30 days of a determination by the institution that the student has withdrawn without notifying the institution. To determine unofficial withdrawals, the school must monitor each student's completion of class participation in learning activities, such as class examinations, tutorials, computer-assisted instruction, and participation in academic counseling or advisement or other academically related activities.

An administrative fee of \$150 will be assessed to the student.

Students withdrawing with a balance due on account must have the balance paid in full within 10 days of termination/withdraw. If not paid in full any remaining balance due will be submitted to a collection agency and student will be responsible for a 100% collection fee.

The cost of extra items to the student such as uniforms, instructional supplies, texts or equipment, service charges, deposits, enrollment fees and rentals will not be considered in refund computations.

If the College is permanently closed and no longer offering instruction after a student has enrolled, the student shall be entitled to a pro rata refund of tuition.

If a course is canceled subsequent to a student's enrollment, the College shall at its option:

- 1) Provide a full refund of all monies paid; or
- 2) Provide completion of the course.

Retention Rates <http://nces.ed.gov/collegenavigator/?q=la+james+international&s=all>

Services for Students with Disabilities:

LJIC does not discriminate on the basis of disability in admission or access or its programs, services, or activities of individuals who meet essential eligibility requirements. LJIC will provide reasonable accommodations for documented disabilities of individuals who are eligible to receive or participate in LJIC programs, services, or activities.

Student Diversity <http://nces.ed.gov/collegenavigator/?q=la+james+international&s=all>

Transfer-Out Rates <http://nces.ed.gov/collegenavigator/?q=la+james+international&s=all>

Vaccination Policies:

La' James International College has no policy regarding vaccinations.

Voter Registration:

Iowa Voter Registration - <http://www.sos.state.ia.us/elections/voterinformation/voterregistration.html>

Illinois Voter Registration - <http://www.elections.state.il.us/VotingInformation/Register.aspx>

Nebraska Voter Registration - http://www.sos.ne.gov/elec/voter_info.html