



Student Consumer Information

Contents

Introduction..... 4

Basic Financial Aid Information 4

 Rights and Responsibilities of Students Receiving Federal Financial Aid 4

 Responsibilities – It is your responsibility as a student, if you are applying for Federal Student Aid,to: 5

 Names and Organizations Which Accredite and Authorize the School to Operate 5

 Institutional Programs, Faculty and the Physical Facilities 5

 Cost of Attendance..... 5

 Refund Policies for Non-Completers..... 5

 Cancellation Policy:..... 6

 Distance Learning Program Trial Period..... 6

 Institutional Refund Policy:..... 6

 Refund Policy Relating to Return to Title IV Funds..... 8

 Student Withdrawal Process 9

 Types of Federal Financial Aid Programs AvailableGrants 9

 Federal Pell Grant..... 9

 Federal Supplemental Education Opportunity Grant (FSEOG) 9

 Employment Federal Work Study 10

 Loans 10

 Unsubsidized Federal Direct Loan 10

 Consolidation..... 10

 Federal Direct Parent (PLUS) Loan..... 10

 2024-25 Direct Loan Interest Rates 11

 The Criteria Used to Select Financial Aid RecipientsApplying for Federal Student Financial Aid . 12

 Applying for AESCA, Local and State Financial Aid 12

 The Type and Amount of Assistance in your Financial Aid Package Criteria for Selection 12

How Financial Need is Determined	12
Amount of Financial Need	12
You have the right to ask that your financial aid package be reconsidered if you believe it to be in error.....	12
How and When Federal Financial Aid Funds will be Paid Federal Aid	12
State Aid	13
Institutional Aid (Scholarships/Grants)	14
Diversity of Pell Recipients	14
Borrower Confirmation for Loans.....	14
Subsidized and Unsubsidized Master Promissory Note (MPN).....	14
Parent PLUS Master Promissory Note (PLUS MPN)	14
Statement Regarding Credit Balances	14
Terms and Conditions of Federal Work Study Employment.....	15
Terms and Conditions Under Which the Student Receives Student Loans	15
Direct Loans (DL).....	15
Perkins Loan.....	16
Financial Loan Management.....	16
The Student Loan Entrance Counseling.....	16
The Student Loan Exit Counseling.....	17
Loan Deferments for Borrowers	18
Loan Deferments for Certain Individuals	18
National Student Loan Data System	18
Federal Student Aid Ombudsman Notification.....	18
Consumer Information from the Department of Education.....	18
Satisfactory Academic Progress.....	19
Services for Disabled Students.....	19
Costs of Attending AESCA.....	19
Programs of Study Offered at the Institution	19
General Educational Development (GED) Information.....	20
School Facilities Associated with Academic Programs	20
Campus Faculty and Other Instructional Personnel.....	20
Academic Improvement Plans.....	20
Copyright Infringement (Peer to Peer File Sharing)	20
Fire Safety Plan	20
Vaccination Policy	20
Student Right to Know Act.....	20
Constitution and Citizenship Day (September 17 th)	21
Student Records Access and Release.....	21

US Voter Registration.....	22
Drug and Alcohol Abuse Prevention Information	22
Your Role in the Drug-Free Workplace Program.....	24
Crime and Punishment: Alcohol and Drug Offenses	24
Campus Security/Clery Act.....	24
Prevention of Financial Aid/Scholarship Fraud.....	24
Statement of Non-Discrimination	25
Know Your Rights – Title IX:.....	25
Appendix A: Placement, Retention and Completion Rates	25
Placement Rates:	25
Retention Rate:.....	25
Completion Rate:	25

Introduction

The following is a compilation of important information concerning institutional information and financial assistance. This document contains information concerning the following topics:

- Student Financial Aid
- Family Educational Rights and Privacy Act
- National Voter Registration Act
- Ombudsman Notification
- National Student Loan Data System
- Campus Crime, Drug Awareness, and Campus Security Statement
- Constitution Day – September 17th

Please note that each section contains information and an overview description of the process. Questions should be addressed to the Auguste Escoffier School of Culinary Arts' Director of Financial Aid or Campus President.

Basic Financial Aid Information

Auguste Escoffier School of Culinary Arts (AESCA) recognizes that some individuals and their families are unable to meet the entire cost of education and may need assistance with federal and private student aid as well as assistance with the application process. The Director of Financial Aid (DFA) is the designated official at AESCA for consumer information. If a student or parent has a question, they should not hesitate to contact the Student Finance Office.

Rights and Responsibilities of Students Receiving Federal Financial Aid

As a student, you have the right to know:

- The names and organizations which accredit and authorize the school to operate.
- About the programs, the faculty, and the physical facilities at the school.
- The cost of attending the school.
- The school's policy on refunds for students who drop prior to completion of a program.
- About the financial assistance available from federal, state, local, private, and institutional financial aid programs.
- The procedures and deadlines for submitting applications for each available financial aid program.
- The criteria used to select financial aid recipients.
- How financial need is determined.
- The amount of financial need that has been or will be met.
- The type and amount of assistance in your financial aid package. You have the right to ask that your financial aid package be reconsidered if you believe it to be in error or if you, or your family's financial circumstances have changed.
- How and when the federal financial aid funds will be paid to your account.
- The school's Satisfactory Academic Progress policy and how the policy affects your eligibility for financial aid.
- The special facilities and services available to disabled students.
- The interest rate on any loans available through the school, the amount you must repay, the length of time you have to repay, when you must begin repayments, and any condition and deferment provisions that apply.

Responsibilities – It is your responsibility as a student, if you are applying for Federal Student Aid, to:

- Complete your Free Application for Federal Student Aid (FAFSA) accurately and submit it on time. Errors can delay, and in some cases prevent you from receiving aid.
- If you have previously completed a 2024-2025 FAFSA for the award year and coded 03776300, we will receive a copy of your information.
- Provide all supporting documentation, corrections, and/or new information as requested by the Student Finance Office.
- Notify the Auguste Escoffier School of Culinary Arts of any information that has changed since you applied, such as income information, family members, contact information, etc.
- Accept/Decline any disbursements of loan funds.
- Read and understand all forms you are asked to sign

Names and Organizations Which Accredite and Authorize the School to Operate

The Auguste Escoffier School of Culinary Arts - Boulder is licensed by the Division of Private Occupational Schools, <http://higherred.colorado.gov/dpos>, accredited by the Accrediting Council for Continuing Education and Training, www.accet.org, and a member of the National Council for State Reciprocity Agreements (NC- SARA) . AESCA posts the school's accreditation approvals at the Administrative Offices and will make available upon request a copy of the school's accreditation, licensure, or approval. To request a copy, students should submit a request in writing to the Campus Registrar or Campus President.

Institutional Programs, Faculty and the Physical Facilities

Program, faculty and physical facility information for the Auguste Escoffier School of Culinary Arts is listed in detail in our school catalog or addendum. A copy of the catalog is provided to all enrolling students and available to all current students upon request at any time. Additionally, the school catalog can be downloaded from our website at <http://www.escoffier.edu>

AESCA has the right, at its discretion, to make reasonable changes in program content, materials, schedules, sequences of courses in programs, or location in the interest of improving the student's education, or where deemed necessary due to industry changes, academic scheduling, or professional requirements.

Cost of Attendance

Program cost information is located on our website at <http://www.escoffier.edu>. Program cost information is also itemized on the program enrollment agreements.

Refund Policies for Non-Completers

AESCA calculates refunds for non-completers using the policies provided by the Colorado Commission on Higher Education and the Accrediting Council on Continuing Education and Training and applies the policy that is most beneficial. The calculation concerning federal financial aid is separate and distinct from the institutional refund policy and is calculated using the federal Return to Title IV refund policy. As a result of the federal calculation required by federal regulation, you may owe additional funds to the institution to cover tuition and charges previously paid by unearned federal financial aid prior to your withdrawal.

If you plan to withdraw from school, please contact the Student Finance and Business Offices to determine the amount of funds, if any, which must be returned to the federal student aid programs on your behalf.

Cancellation Policy:

A full refund of all institutional charges will be made to any student who cancels the enrollment contract within 5 calendar days after the enrollment contract is signed. Refunds due to the student within this cancellation period will be returned to the student within 30 days of the cancellation notice.

Postponement of a starting date, whether at the request of the school or the student, requires a new enrollment agreement signed by the student and the school. The agreement will indicate the new start date and whether the postponement was for the convenience of the school or the student.

If the course is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline in accordance with the school's refund policy and all applicable laws and Rules concerning the Private Occupational Education Act of 1981.

Distance Learning Program Trial Period

The first three weeks of any courses taken in a student's first session constitute the trial period for any distance learning programs. After signing an Enrollment Agreement and up through the first three weeks of the distance education program, a student is considered to be conditionally enrolled. Students will be eligible to become unconditionally enrolled and matriculate to active status with the institution after meeting academic progress requirements in all registered courses during the first three weeks of classes. Academic progress requirements include earning a grade of 60% or better in any registered course by the end of the trial period. The institutional attendance policy remains in effect throughout the trial period and any student that violates the attendance policy during the trial period will be canceled.

Students who decide not to continue after the trial period may declare their intention to cease attendance with no further financial obligation prior to the start of the fourth week of the session. Any student that cancels or is canceled during the trial period will not receive any credit or permanent transcript record of any courses started during the trial period. A refund of any prepaid tuition and fees is subject to the Institutional Refund Policy. The institution reserves the right to cancel any student not meeting attendance or academic progress requirements during the trial period.

Students who do not actively communicate their intent to cease attending their program prior to the start of the fourth week of the first session of classes, at which point the trial period ends, will be financially responsible for all associated course charges. The Distance Learning Program Trial Period does not apply to active students transferring programs and previously active students re-enrolling, less than 180 days, into a distance education program.

Institutional Refund Policy:

1. A full refund of all tuition and fees is due and refundable in each of the following cases:
 - a. An enrollee does not sign an enrollment agreement;
 - b. An enrollee is not accepted by the school;
 - c. A student cancels the enrollment contract within 5 calendar days of signing the enrollment contract;

- d. If service is discontinued by the school and this prevents the student from completing the course or program
- 2. If tuition and fees are collected in advance of entrance, and if after expiration of the 5-day cancellation privilege the student does not enter school, not more than \$50 in nonrefundable administration fees shall be retained by the school for the entire program.
- 3. If tuition and fees are collected in advance of entrance, and if a student conditionally enrolled in a distance education program withdraws or is otherwise terminated during the trial period, not more than \$50 in nonrefundable administration fees shall be retained by the school for the entire program.
- 4. If a student enters a program and withdraws or is otherwise terminated, the school may retain not more than \$50 in nonrefundable fees for the entire program. The minimum refund of the remaining tuition will be calculated using the time-based refund schedule of the following that is most favorable to the student:

Colorado Commission on Higher Education

Student is entitled to upon withdrawal/termination*	Refund
Within first 10% of program	90% less administrative fee
After 10% but within first 25% of program	75% less cancellation charge
After 25% but within first 50% of program	50% less cancellation charge
After 50% but within first 75% of program	25% less cancellation charge
After 75%	NO Refund

Accrediting Council for Continuing Education & Training (ACCET):

- a) During the first week** of classes, tuition charges withheld will not exceed 10percent(10%) of the stated tuition up to a maximum of \$1,000.
- b) After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained will not exceed a pro rata portion of tuition for the training period completed, plus ten percent (10%) of the unearned tuition for the period of training that was not completed.
- c) After fifty percent (50%) of the period of financial obligation is completed, the institution may retain the full tuition.
- d) **When determining the number of weeks completed by the student, the institution will consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week
- 5. A student should review the requirements and process for withdrawing as posted in the catalog in the official vs. unofficial withdraw to follow the required process for withdrawing from the program.
- 6. The effective date of the termination for refund purposes will be the earliest of the following:
 - a. The date of receipt of written notice from the student or the date the institution is made aware that the student is no longer attending;
 - b. Fourteen consecutive calendar days following the last date of attendance; or
 - c. The last day of attendance, if the student fails to return from an excused leave of absence;

7. Leaves of absence, suspensions, and published school holidays will not be counted as part of the scheduled class attendance. Students will receive a full refund for any future courses billed but not attended.
8. Any student who withdraws from the program due to active duty or active service will receive a full refund for any module not completed as a result of the call to duty.
9. Refunds for items of extra expense to the student, such as books, tools, or other supplies should be handled separately from refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books and tools until such time as these materials are required. Once these materials are opened, no refund will be made. For full refunds, the school can withhold costs for these types of items from the refund as long as the student has not cancelled during the cancellation period, they were necessary for the portion of the program attended, and separately stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.
10. The policy for granting credit for previous training does not impact the refund policy.
11. All refunds will be made within 30 days from the date of termination.

Refund Policy Relating to Return to Title IV Funds

- Federal law specifies how the institution must determine the amount of Title IV Program assistance the student has earned when the student withdraws or is terminated. The Title IV Programs covered by this law are: Federal Pell Grants, Direct Loans and Direct PLUS loans and Federal Supplemental Educational Opportunity Grants.
- A specific federal formula is used to determine the amount of Title IV Program assistance earned, when a student withdraws or is terminated during a payment period or period of enrollment. If less assistance was received than earned, you may be able to receive those additional funds. If you received more assistance than earned, the excess funds must be returned to the appropriate fund sources by the institution and/or the student.
- If a student does not receive all of the funds earned, they may be due a post-withdrawal disbursement. If the post- withdrawal disbursement includes loan funds, the institution must receive the student's permission before disbursement. The student may choose to decline some or all of the loan funds, to avoid incurring additional debt. The institution may automatically use all or a portion of your post withdrawal disbursement of grant funds for tuition and fees. The institution needs the student's permission to use the post-withdrawal grant disbursement for all other institutional charges. If the student does not grant their permission, the funds will be offered to the student, and the student will be responsible for unpaid debt to the institution.
- Some Title IV funds that are scheduled cannot be disbursed after a student withdraws. A first-time, first- year undergraduate student who has not completed 30 days of a Program before withdrawal, will not receive any loan funds that they would have received had they remained enrolled past the 30th day.
- Unearned Title IV funds, as determined by the federal refund calculation, must be returned within 45 days in compliance with Federal policy.
- Any loan funds that are required to be returned must be paid in accordance with the terms of the promissory note.
- Any amounts of unearned grant funds previously disbursed are called an overpayment. Should an

overpayment result, the student must make arrangements with the institution or the Department of Education to return the unearned grant funds.

- The requirements for Title IV Program funds are separate from the above outlined AESCA refund policies. Therefore, the student may still owe funds to the institution to cover unpaid institutional charges. The institution may also charge for any Title IV Program funds that the institution was required to return.

Student Withdrawal Process

A complete withdrawal is defined as dropping all classes for a given session. A student's official withdrawal date is defined as the date the Registrar receives a written signed notice, fax, or e-mail or other form of communication from the student that the student will no longer be in attendance in all of his/her classes.

For an official withdrawal, the effective withdrawal date is the date the institution receives notice from the student that the student is withdrawing from all classes.

An unofficial withdrawal is defined as a student who violates the attendance policy, fails to return from an approved Leave of Absence, or is otherwise administratively withdrawn from the campus. For an administrative or unofficial withdrawal, the effective withdrawal date is the last date of attendance, if applicable, AESCA will calculate refunds accordingly.

Students should meet with a campus finance representative for a withdrawal evaluation before making a decision to withdraw or stop attending classes.

Any official or unofficial withdrawal will result in a "W" or "WF" grade being recorded on the student's academic transcript for any current courses according to the point in the session where the drop occurs. Depending on the withdrawal date, the student may owe funds to the institution. Students will receive an invoice for any balance owed to the institution. Students have 30 days from the date the institution notifies them in writing to make payment arrangements. The student is responsible for payment of any institutional charges resulting from the refund calculation. Any refunds due to the student will be provided within 30 days of termination.

Types of Federal Financial Aid Programs Available Grants

Federal Pell Grant

The Pell grant is grant assistance which does not have to be repaid. Pell is awarded to students who have demonstrated financial need as determined by the U.S. Department of Education standards. Annually, the U.S. Department of education determines student eligibility for this grant. For the 2024-2025 award year, the minimum grant is \$740, and the maximum grant is \$7,395.

Federal Supplemental Education Opportunity Grant (FSEOG)

The FSEOG program is a program that provides grant assistance which does not have to be repaid. FSEOG is awarded to students who demonstrate exceptional financial need as determined by the U.S. Department of Education standards. Students with the lowest "Student Aid Index" (SAI) are awarded FSEOG before students with higher SAIs.

Employment Federal Work Study

Federal Work Study offers students the opportunity to assist themselves with a portion of expenses by working part-time, on or off campus, for at least minimum wage. Federal Work Study funds are limited and so the number of assignments that are available are limited as well. Priority is given to students with financial need who are qualified for the job assignments available. Please see the Student Finance Office for availability of funds and participation.

Loans

Subsidized Federal Direct Loans

Direct Subsidized Loans are awarded based on financial need. The Auguste Escoffier School of Culinary Arts will determine eligibility for the Direct Subsidized Loan program based on the results from your FAFSA. The maximum annual loan amount for the first academic year is \$3,500, less origination and other fees (if applicable). Awards will change upon eligibility and program. The federal government pays the interest for you during in school (at least half-time attendance), in grace, and deferment periods. Interest does not accrue until the student enters repayment six (6) months after leaving school or dropping below a half-time enrollment status. The minimum repayment amount is \$50 per month; however, Direct Subsidized Loans provide many flexible repayment plans as outlined in the loan counseling materials located in the Student Finance Office. Payments are based on the repayment plan selected by the student. See the charts below for interest rate information. For additional information www.studentaid.gov.

Unsubsidized Federal Direct Loan

If you do not qualify for a full or partial Direct Subsidized Loan based on your financial need, you may qualify for a Direct Unsubsidized Loan. This loan is not based on need; however, the federal government does not pay the interest on the Direct Unsubsidized Loan(s) while you are in school or have loans in a deferred status. Student loan borrowers are eligible for all interest that accrues on the loan while enrolled, during your grace period, and any deferment periods. You may elect to make interest payments while in school to avoid the capitalization of interest and lower the overall repayment debt. Loan repayment begins six (6) months after leaving school or dropping below a half-time enrollment status. Independent students can borrow up to \$9,500 (Subsidized and Unsubsidized combined) for the first academic year. Dependent students can borrow up to \$5,500 (Subsidized and Unsubsidized combined) for the first academic year. The minimum repayment amount is \$50 per month; however, Direct Subsidized Loans provide many flexible repayment plans as outlined in the loan counseling materials located in the Student Finance Office. Payments are based on the repayment plan selected by the student. See the charts below for interest rate information.

Consolidation

Borrowers with other outstanding loans may be eligible to consolidate eligible loans into one consolidated payment. Refer to your Loan Entrance counseling at StudentAid.gov and information for additional details.

Federal Direct Parent (PLUS) Loan

The Direct PLUS loan is available to parents who wish to apply for additional assistance for their dependent child's education. The Direct PLUS loan is made through the federal government. The amount of the PLUS loan cannot exceed the student's cost of attendance less other student aid awarded. See the charts below for interest rate information.

2024-25 Direct Loan Interest Rates

AcademicYear	Direct SubsidizedLoan (Undergraduate)	Direct Unsubsidized Loan (Undergraduate)	Direct Unsubsidized Loan (Graduate)	Direct Plus Loan (Parent andGraduate)
2024-2025	6.53%	6.53%	8.08%	9.08%
2023-2024	5.50%	5.50%	7.05%	8.05%
2022-2023	4.99%	4.99%	6.54%	7.54%
2021-2022	3.73%	3.73%	5.28%	6.28%
2020-2021	2.75%	2.75%	4.30%	5.30%

State and Local Aid, School Aid and other Private Aid Programs

The school catalog lists institutional grants and awards, as well as other aid programs which may be available such as State and Local Aid, School Aid, and other Private Aid programs. Students should review the school catalog and visit the Student Finance Office for up to date and additional information on current aid programs. The Student Finance Office also maintains a list of scholarship and resource websites. The AESCA School Catalog is available at www.escoffier.edu.

The Criteria Used to Select Financial Aid Recipients Applying for Federal Student Financial Aid Applying for AESCA, Local and State Financial Aid

Students should visit the Student Finance Office for information and application(s) regarding various scholarship/grant opportunities available for eligible students. The Student Finance Office also has a list of resource websites available.

The Type and Amount of Assistance in your Financial Aid Package Criteria for Selection

A person must be enrolled as a *regular student* in an eligible program to receive Federal Student Assistance funds. A regular student is someone who is enrolled or accepted for enrollment in an eligible institution for the purpose of obtaining a degree or certificate offered by the school.

How Financial Need is Determined

Students must apply for federal aid by completing the current award year FAFSA. The Student Finance Office will review the results of the FAFSA and determine your "need" and eligibility for various federal programs. The student may accept or decline all, or a portion, of the aid eligibility.

Amount of Financial Need

The Student Finance Office will attempt to package full eligibility based on the student's need and the academic year credit hours of the program enrolled. Your right as a student is to accept, decline or reduce any portion of the aid packaged. Students should always schedule a follow-up appointment with the Student Finance Office for personal review and explanation of awards offered.

You have the right to ask that your financial aid package be reconsidered if you believe it to be in error or if you, or your family's financial circumstances have changed.

Students may request an appeal of any financial aid awarded by contacting the Student Finance Office. Always contact the Student Finance Office for any questions/clarification on the awarding, packaging and eligibility process.

How and When Federal Financial Aid Funds will be Paid Federal Aid

Federal Aid is distributed to students who complete the Free Application for Federal Student Aid (FAFSA) and meet the eligibility criteria as further described within the application instructions. Students should visit www.studentaid.gov/h/apply-for-aid/fafsa or the Student Finance Office for an Application.

AESCA awards and disburses aid based on credit hours in the academic year(s) of the program enrolled. See below for an overview of the nonterm disbursement method. Students should contact or visit the Student Finance Office for additional details regarding disbursement. Students receiving federal aid are encouraged to contact or visit the Student Finance Office.

The disbursement of aid is by payment period and varies by the type of assistance and program. In order to receive federal loan proceeds the student (parent in the case of PLUS loans) must complete

and sign a valid promissory note. Disbursements will be made at the beginning and once at the mid-point of the academic year as measured in credit hours earned and weeks attended. A second disbursement of loan funds for the academic year is made after the student has completed half of their academic workload for the academic year and reached the calendar midpoint. Once tuition and fees charged by the institution have been met, the student may receive the excess amount of federal student aid that creates a credit on the account. A first year, first time borrower's account will not be credited with Direct loans until 30 days after their first day of class and completed a loan entrance interview.

For those who qualify for aid, a student in the Residential Culinary Arts Diploma Program and Pastry Arts Diploma Programs will receive two (2) disbursements of aid, credited to the student's account twice during the academic year – one at the beginning and once at the mid-point of the academic year definition as measured in credit hours earned and weeks attended.

For those who qualify for aid, a student in the Culinary Arts AOS program, Baking and Pastry AOS program, Plant-Based Cuisine Diploma program, Hospitality and Restaurant Operations Management AOS program, Professional Pastry Arts Diploma program, Culinary Arts & Operations Diploma program, Food Entrepreneurship Diploma program, Plant-Based Culinary Arts Diploma Program, and the Holistic Nutrition and Wellness Diploma program will receive four (4) disbursements of aid; Two (2) disbursements for the AY1 credited to the student's account twice during the academic year – one at the beginning and once at the mid-point of the academic year as measured in credit hours earned and weeks attended. AY 2 consists of two (2) disbursements credited once at the beginning of AY2 as and once at the mid-point of the academic year definition as measured in credit hours and weeks attended.

For those who qualify for aid, a student in the Plant-Based Culinary Arts AOS program, Holistic Nutrition and Wellness AOS program, and the Food Entrepreneurship AOS program will receive five (5) disbursements of aid; Two (2) disbursements for the AY1 credited to the student's account twice during the academic year – one at the beginning and once at the mid-point of the academic year definition as measured in credit hours earned and weeks attended. AY 2 consists of two (2) disbursements credited once at the beginning of AY2 as and once at the mid-point of the academic year as measured in credit hours and weeks attended. AY 3 consists of one (1) disbursement credited once at the beginning of AY3.

State Aid

State Aid is distributed to students who meet the eligibility criteria as described in the specific state aid program requirements. Students should contact or visit the Student Finance Office for additional information on state aid programs available to enrolled students of the institution and applications.

Institutional Aid (Scholarships/Grants)

Colleges may offer various types of scholarships to students enrolled in specific programs of study, participating in campus athletics, having met specific academic standards, etc. The number of scholarships recipients varies from year to year depending on the funding available and the number of eligible applicants. For additional information on available institutional scholarships students are encouraged to visit/contact the Student Finance Office at the campus. A list of scholarships/grants available is also listed in the AESCA Catalog.

Students are also encouraged to visit their library or research on the Internet as a source for additional scholarship programs not administered or awarded by AESCA.

Students will receive an estimated award letter listing their aid eligibility. All students need to read and understand all forms that you are asked to sign. Contact the Student Finance Office for review of your eligibility and aid amounts, and for clarification/questions on any forms or awards.

Diversity of Pell Recipients

Federal regulations require schools to provide on an annual basis data on the diversity of its Pell recipients by July 1st. Students should visit the AESCA Student Finance Office for campus specific Pell Diversity information. Go to <http://nces.ed.gov/collegenavigator> for information on our school.

Borrower Confirmation for Loans

Subsidized and Unsubsidized Master Promissory Note (MPN)

Students have the ability to obtain loan funds not exceeding the established loan limits through the Subsidized and Unsubsidized Federal Direct Loan program without having to sign a new Master Promissory Note for each academic year.

The Auguste Escoffier School of Culinary Arts awards educational loans based on student eligibility. Students and Parents (in cases of a PLUS loan) always have the right to reduce or cancel any student loan. For the student loan process, AESCA uses the "Passive" Confirmation option. Passive confirmation means that AESCA will not disburse the loan until the borrower is notified of the proposed loan package and the time given to respond has elapsed. The borrower only needs to act if he/she wishes to decline the loan or adjust the type or amount of the loan.

Parent PLUS Master Promissory Note (PLUS MPN)

For Parent PLUS loans made under the multi-year feature of the MPN, confirmation of the loan occurs upon parent completion of the Plus MPN via studentloans.gov. AESCA will only process the requested amount of an approved Plus loan. Plus loan borrowers are notified by receipt upon posting of the Plus loan proceeds. Borrowers have at least fourteen (14) days to cancel or reduce the loan.

Statement Regarding Credit Balances

An "Authorization to Retain" is provided to students by the Student Finance Office soon after enrollment and during the financial aid process. Students and parents (of a dependent student applying for PLUS loans) need to review this statement, select the appropriate authorization category, and provide the signed form to the Student Finance Office. For continuing students who previously signed this statement, the initial authorization will continue to be valid for subsequent award years or enrollment periods. The authorization categories available for student/parent selection are as follows:

- Based on student's authorization, the institution will retain any existing credit balance on the account to be applied to allowable future charges to assist students in managing those funds or to be disbursed at their request.
- In the event that funds are not requested prior to leaving the institution, the institution will return the credit balance to the lender as prepayment of the student loan.

Terms and Conditions of Federal Work Study Employment

- The Federal Work Study (FWS) program provides jobs to undergraduate and graduate students to assist them in meeting their educational expenses. To qualify for Federal Work Study program funds, the student must meet the eligibility requirements for Federal Student Aid. The amount of FWS for which a student is eligible depends upon:
 - Degree of demonstrated financial need
 - Availability of FWS funds at the school
 - Availability of jobs and scheduling which do not conflict with the student's class schedule

Federal Work Study jobs may be located on or off campus. The school may set the work schedule. The Director of Financial Aid will take into consideration need, class schedule, health, and academic progress prior to arranging a job and assigning work hours. The school must inform the student of the terms and conditions of employment that is part of your financial aid package. Undergraduate students will be paid on an hourly basis. They are paid at least the current federal minimum wage and at least once a month. AESCA pays biweekly.

If FWS is part of the student's aid package, they will receive notification via the Job Description and other notification which lists the amount of the award scheduled for the student.

Terms and Conditions Under Which the Student Receives Student Loans

The Federal Loan programs provide funds to undergraduate and graduate students to assist them in meeting their educational expenses. To qualify for Federal Loan program funds, the student must meet the eligibility requirements for Federal Student Aid as well as the loan program specific terms and conditions specified below:

Direct Loans (DL)

- Students must be enrolled at least half-time during the period of enrollment to retain their eligibility for the Direct Loan program funds. Students whose enrollment status is below half-time are not eligible for DL program funds. If eligibility is lost due to being enrolled less than half-time, a student can regain eligibility if enrolled at least half-time during a subsequent period of enrollment.
- All students are required to complete student loan entrance counseling prior to the first disbursement of the loan. For first-time borrowers, the first disbursement of a loan cannot be made earlier than thirty (30) days after the start of the term or period of enrollment. This 30-day delayed disbursement for first time borrowers does not apply to Plus loans.
- DL Loans are not credit based and so a credit check will not run, unless it is a Parent PLUS Loan.
- A student borrower who is in default on an FSA loan is not eligible for additional DL loan funds unless eligibility is regained.

Perkins Loan

AESCA does not participate in the Perkins Loan Program.

Financial Loan Management

Each first-time student borrower is required to attend/complete a loan entrance interview conducted individually, in a group, or online. The interview will include an explanation of the use of a Master Promissory Note (MPN), the importance of the repayment obligation, a description of the consequence of default, sample repayment schedules, information about borrower's rights and responsibilities, as well as other terms and conditions.

Upcoming graduates, students who officially withdraw, or students who cease to attend at least halftime will be required to complete/attend the exit counseling session. Students who leave school without attending an exit counseling session will receive an exit counseling package mailed by the campus. Exit counseling addresses topics such as the requirement to repay the loan, repayment plans, updating contact and demographic information, the consequences of default. Please see The Financial Aid Loan Exit Counseling section for additional information.

The Student Loan Entrance Counseling

The following information will be included in the Loan Entrance Counseling, which will be presented to a first-time student borrower prior to the first disbursement of loan funds.

- Explanation and use of the Master Promissory Note (MPN)
- Effect of accepting the loan on eligibility for other aid
- Seriousness and importance of the repayment obligation
- Option of the borrower to pay interest on Unsubsidized Stafford and Graduate PLUS loans while inschool
- Interest accrual process and interest capitalization when a borrower elects not to pay interest or if the interest is not paid by the US Department of Education
- Definition of half-time enrollment
- Consequences of not maintaining half-time enrollment
- Importance of contacting the appropriate office at the school if the student plans to withdraw beforecompleting the academic program to allow the school to provide exit counseling to the borrower
- Obligation to repay the loans even if: the borrower does not complete the program or does not completethe program within the regular time for completion, is unable to find employment, is dissatisfied with the school/program, or does not receive the services purchased from the school
- Consequences of default, including adverse credit reports, federal offset, and other federal delinquentdebt collection procedures and litigation
- Sample monthly repayment amounts based on a range of levels of indebtedness or the average cumulative indebtedness of other loan borrows within the same academic program as the borrower
- Information regarding the National Student Loan Data System (NSLDS) and how a borrower can accessand monitor his or her loan records
- Name and contact information of the person the student may contact with questions regarding rights and responsibilities or loan terms and conditions

The Student Loan Exit Counseling

Several topics presented at the entrance counseling session are again presented at the exit counseling. Exit counseling is required for all graduated, withdrawn, or dismissed students prior to exiting the institution. If a student leaves school or chooses to postpone their education, the student should meet with a Financial Aid Administrator to understand the financial impact of this decision and attend loan exit counseling.

Exit counseling includes the following information:

- Explanation of all repayment plans available
- Comparative analysis of the features of each type of repayment plan, including average projected monthly payments and the difference in interest and total payments.
- Explanation of the terms and conditions to obtain full or partial loan forgiveness or discharge.
- Explanation of the terms and conditions the borrower may obtain a deferment or forbearance.
- Debt management strategies to assist the student in successful loan repayment.
- Information regarding the average anticipated monthly repayment amount based on the student loan borrower's actual indebtedness or the average indebtedness of student borrowers in the same academic program receiving the same types of loans.
- A review of the use of the Master Promissory Note (MPN) and the student's obligation to repay the loan.
- Explanation of the student's responsibility to repay the loan even if the student did not complete the program, did not complete the program within the regular completion time for that program, is unable to obtain employment, or is dissatisfied with the education received.
- Explanation regarding the consequences of default, including adverse credit reports, federal offset, other federal delinquent debt collection procedures and litigation.
- Effects of loan consolidation, including the effect on total interest and fees to be paid, length of the repayment term, effect on borrower benefits on underlying loans (grace periods, deferment, loan forgiveness, and loan discharge), option to prepay or change repayment plans, and how borrower benefits may differ between lenders.
- Explanation of the tax benefits available to the students.
- Information concerning the National Student Loan Data System (NSLDS) and how the student can utilize NSLDS to access his or her records.
- Information regarding the availability of the Student Loan Ombudsman's Office

In addition, the Student Finance Office is responsible to collect the following information as part of the exit counseling and provide the information to the Guarantor Agency (GA) within sixty (60) days of receipt:

- Name
- Address
- Social Security Number
- References
- Driver's License Number and State
- Expected Permanent Address
- Name and address of next-of-kin
- Name and address of the student's employer or expected employer.

This information is reported through NSLDS.

Loan Deferments for Borrowers

Students should contact or visit the Student Finance Office for the terms and conditions under which students receiving federal education loans may obtain a deferment for repaying student loan debt. In addition, students can visit www.studentaid.gov for information on federal student loans.

Loan Deferments for Certain Individuals

Loan deferment terms and conditions are further defined for those serving in the Peace Corps; under the Domestic Volunteer Service Act; and as a volunteer for a tax-exempt organization of demonstrated effectiveness in the field of community service. These individuals should visit the Student Finance Office for additional information.

National Student Loan Data System

National Student Loan Data System (NSLDS) is the U.S. Department of Education's (ED's) central database for student aid. Student financial aid information is submitted to the NSLDS. NSLDS receives data from schools, guaranty agencies, the Direct Loan program, the Pell Grant program, and other ED programs. NSLDS Student Access provides centralized, integrated view of Federal Student Aid Loans and grants so that recipients of funds from these programs can access and inquire about the Federal Student Aid loans and/or Grant data. Once the data is reported to NSLDS, this site and all information contained within is accessible to Financial Aid Administrators, Guarantee Agencies, and Students. All users must sign-in and be an authorized user. Unauthorized use of this site is strictly prohibited. To access the site, visit www.nsls.ed.gov/npas/index.htm.

Federal Student Aid Ombudsman Notification

Students should contact the Director of Financial Aid who is always ready to assist with any questions or concerns regarding financial aid programs. If a situation exists that the Director of Financial Aid cannot resolve, students should follow procedures in the school catalog.

After all above options are exhausted and the Federal Student Aid Loan issue cannot be resolved, the U.S. Department of Education's Office of the Ombudsman for federal financial aid program issues is available. The ombudsman resolves disputes from a neutral and independent viewpoint. The Office of Student Financial Assistance Ombudsman will informally research a borrower issues and suggest solutions to resolve. Student borrowers can contact the Office of the Ombudsman by:

Via Online Assistance: www.studentaid.gov/feedback-ombudsman/disputes/prepare

Via Toll-Free Telephone: 1.877.557.2575

Via Fax: 1.606.396.4821

Via Mail: U.S. Department of Education, FSA Ombudsman Group, P.O. Box 1843, Monticello, KY 42633

Consumer Information from the Department of Education

The U.S. Department of Education has various websites available to students and financial aid staff which provide information regarding the regulations, requirements, and application for Federal Student Aid.

There is *no* user fee for using ED Financial Aid sites.

U.S. Department of Education: www.ed.gov

Applying for Federal Student Aid: www.studentaid.gov/h/apply-for-aid/fafsa Information for Students: www.studentaid.gov,

Information for Financial Aid Professionals and Schools: www.fsapartners.ed.gov,

Information on Student Loans: www.studentaid.gov/understand-aid/types/loans and www.nsls.ed.gov/npas/index.htm

Satisfactory Academic Progress

Students should refer to the school catalog or the Registrar for more information regarding the institution's Satisfactory Academic Progress Policy. The Auguste Escoffier School of Culinary Arts Satisfactory Academic Progress Policy is also listed on our website at <http://www.escoffier.edu>

Services for Disabled Students

Students with special needs should contact the Registrar regarding services available for disabled students attending the institution. Auguste Escoffier School of Culinary Arts (AESCA) is committed to full compliance with both the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act regarding equal opportunities for students with disabilities. Students with known or suspected disabilities are encouraged to reach out to Student Services at studentservices@escoffier.edu at the beginning of each term, or as soon as they become aware of the disability.

An ADA Coordinator will work alongside students inquiring about Accommodations to arrange accessibility services. Students requesting accommodations for the first time with AESCA will need to be prepared to provide current documentation of the qualified disability. Should accommodations be approved, they will be implemented once an agreement plan is established and provided to the Chef Instructor by the student. It is important to note that accommodations are not applied retroactively.

Costs of Attending AESCA

Students can access <http://www.escoffier.edu>, reference the school catalog, or contact any administrator for detailed information regarding the costs of attending the Auguste Escoffier School of Culinary Arts (tuition and fees, books and supplies, room and board) & any other applicable costs of the program in which the student is enrolled or has expressed an interest.

Programs of Study Offered at the Institution

Students should refer to the school catalog for institution specific information regarding programs of study offered at the institution. AESCA has the right, at its discretion, to make reasonable changes in program content, materials, schedules, sequences of courses in programs, or location in the interest of improving the student's education, or where deemed necessary due to industry changes, academic scheduling, or professional requirements.

The school is required to make changes in programs or policies when ongoing federal, state, or accrediting changes affect students currently in attendance.

General Educational Development (GED) Information

Students who have not earned a High School Diploma may be eligible to take the General Educational Development (GED) tests to earn the GED credential. Students should visit their state's website for additional information and nearby testing center locations. The AESCA Registrar's office is also available for assisting students who seek information on GED tests. Students should refer to the school catalog for program specific admissions requirements as programs of study may require a H.S. Diploma or GED for admission.

School Facilities Associated with Academic Programs

Students should refer to the school catalog for institution specific information regarding school facilities. The AESCA school catalog can be accessed at www.escoffier.edu

Campus Faculty and Other Instructional Personnel

Students should refer to the school catalog for a listing of campus faculty and other instructional personnel. The AESCA school catalog can be accessed at www.escoffier.edu.

Academic Improvement Plans

Students should refer to the school catalog and/or enrollment agreement for institution specific information regarding academic improvement plans.

Copyright Infringement (Peer to Peer File Sharing)

It is the policy of the Auguste Escoffier School of Culinary Arts to comply with all copyright laws and not exceed the bounds of permissible copying under the fair use doctrine. All faculty, staff, and students are expected to comply with this policy, with state and federal law, and with the terms of application contracts and license agreement(s) in reproducing copyrighted materials. Civil and/or criminal charges are associated with the unauthorized use/distribution of copyrighted materials. Additional information can be found at: <http://www.copyright.gov/circs/circ01.pdf>.

Fire Safety Plan

AESCA does not offer campus housing. Campuses which offer on campus housing are required to disclose the Fire Safety Plans with all residents of such housing. Students should refer to the institutional fire safety information made available by the Campus Registrar or Campus President.

Vaccination Policy

Specific programs of study may require students to adhere to a Vaccination Policy. Currently, AESCA students are not required to vaccinate.

Student Right to Know Act

The Student Right-to-Know Act requires institutions participating in Federal Student Aid to provide additional disclosures to students. The additional disclosures include Graduation, Completion, and Transfer-Out Rates. In addition, schools that have athletic teams and award athletically related aid are required to disclose the Graduation, Completion, and Transfer-Out Rates for Student Athletes. Prospective and enrolled students are notified of Student Right-to-Know Disclosures by July 1 of each year. The disaggregated graduation rates for the cohort last completing the program within 150% by August 31 are included as an Appendix item. Additional graduation rate disclosures, as required by the accrediting agency, are posted on our website, www.escoffier.edu/consumer-information/.

Constitution and Citizenship Day (September 17th)

Section 111(b) states "each educational institution that receives Federal funds for a fiscal year shall hold an educational program on the United States Constitution on September 17 of such year for the students served by the educational institution." For purposes of the Department's implementation of this requirement, "educational institutions" includes but is not limited to "local educational agencies" and "institutions of higher education" receiving Federal funding from the Department. Section 111 applies to all educational institutions receiving Federal funding, not only those receiving Federal funding from the Department. However, the Department's authority only extends to those educational institutions receiving funding from the Department, and consequently the Department can only regulate those institutions. Section 111 requires that Constitution Day be held on September 17 of each year, commemorating the September 17, 1787 signing of the Constitution. However, when September 17 falls on a Saturday, Sunday, or holiday, Constitution Day shall be held during the preceding or following week.

Student Records Access and Release

The Family Educational Rights and Privacy Act (FERPA) is a federal law designed to protect the privacy of a student's educational records. Because AESCA is a post-secondary institution, the rights described in FERPA belong to the students at the school, rather than the parents. The term "student" as used in the following FERPA policy applies to currently enrolled and former AESCA students who were accepted, began attending classes, and either graduated, withdrew or did not graduate. Questions about FERPA or FERPA rights should be addressed to the Campus President, Registrar or Student Finance Office.

Student Rights Under FERPA

Students have the right to inspect and review their educational records according to the following procedures:

- Request amendment of their educational records—Students may ask the school to amend a record that they believe is inaccurate or misleading. They may submit a written request for amendment of their record(s) to the Registrar, specifying why they believe the record is inaccurate or misleading. The Registrar will notify the student of the decision made on the request for amendment.
- Consent to disclosure of their educational records—the exceptions to disclosure of student records only with written consent are noted below.
- File a complaint with the U.S. Department of Education—Individuals who have questions about FERPA or who wish to file a complaint should contact:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue,
SW Washington, D.C. 20202-5920

Procedures to Inspect Educational Records

Students should submit to the Registrar, a written request, which identifies as precisely as possible the record or records he or she wishes to inspect. The Registrar will make the needed arrangements for access as promptly as possible and notify the student in writing of the item(s) and place where the records may be inspected. Access will be given in 30 calendar days or less from the receipt of the request.

When a record contains information about more than one student, the student may inspect and review

only the records that relate to him or her.

Disclosure of Education Records

AESCA will disclose information from a student's education records only with the written consent of the students, EXCEPT:

1. To school officials who have a legitimate educational interest in the records. A school official is:
 - a. A person employed by AESCA in an administrative, supervisory, academic or research, or support staff position.
 - b. A person employed by or under contract to AESCA to perform a special task, such as an attorney, auditory or financial aid consultant.

A school official has a legitimate educational interest if the official is:

- a. Performing a task that is specified in his or her position description or by a contract agreement.
 - b. Performing a task related to a student's education.
 - c. Performing a task related to the discipline of a student.
 - d. Providing a service or benefit relating to the student or student's family such as health care, counseling, job placement or financial aid.
2. To officials of another school, upon request, in which a student seeks or intends to enroll.
 3. To certain officials of the U.S. Department of Education, the Comptroller General, and state and local educational authorities in conjunction with an audit, review or evaluation of compliance with education programs.
 4. In connection with a student's request for or receipt of financial aid, as necessary to determination the eligibility, amount or conditions of the financial aid, or to enforce the terms and conditions of the aid.
 5. If required by a state law requiring disclosure that was adopted before November 19, 1974.
 6. To organizations conducting certain studies for or on behalf of the school.
 7. To accrediting organizations to carry out their functions.
 8. To comply with a judicial order or a lawfully issued subpoena.
 9. To appropriate parties in a health or safety emergency.
 10. The records of a disciplinary proceeding conducted by AESCA against an alleged perpetrator of a violent crime will be disclosed to the alleged victim of that crime without the written consent of the alleged perpetrator.
 11. To parties requesting directory information, if a student has not provided a written request for the non-disclosure of such information.

US Voter Registration

Auguste Escoffier School of Culinary Arts encourages all students that are US citizens and of eligible age to vote in federal and state elections. Students residing in CO while attending a residential program at AESCA can obtain voter information by visiting the following site: <https://www.sos.state.co.us/voter-classic/pages/pub/home.xhtml>. In addition, voter registration forms are available on in the Student Finance Office. Students that wish to vote in a home state other than CO can find voter information on the following websites: www.eac.gov or www.vote.gov/.

Drug and Alcohol Abuse Prevention Information

Federal regulation requires an institution that participates in any Federal Student Aid program to provide information to its students, faculty, and employees to prevent drug and alcohol abuse. Students should refer to the Campus Security and Drug-Free Campus/Workplace report.

Auguste Escoffier School of Culinary Arts – Boulder recognizes the responsibility as an educational institution to promote a productive and healthy environment. This responsibility demands implementation of programs and services to facilitate that effort.

In order to meet these responsibilities, AESCA Boulder’s policy is summarized:

1. Requires all students and employees to abide by the terms of this policy as a condition of an initial and continued enrollment/employment.
2. Recognizes that the illegal use of drugs and alcohol is in direct violation of local, state, and federal laws as well as school policies set forth within this policy
3. Strictly prohibits the illegal use, possession, manufacture, dispensing, or distribution of alcohol, drugs, or controlled substances in the workplace, on its premises, or as a part of any school sponsored activities.
4. Considers a violation of this policy to be a major offense, which may result in requirement for satisfactory participation in a drug or alcohol rehabilitation program, referral for criminal prosecution, and/or immediate disciplinary action up to and including termination from employment and suspension or expulsion from the school. A criminal conviction is not required for sanctions to be imposed upon an employee or student for violations of this policy.
5. Recognizes that violations of applicable local, state and federal laws may subject a student or employee to a variety of legal sanctions including but not limited to fines, incarceration, imprisonment and/or community service requirements. Convictions become a part of an individual's criminal record and may prohibit certain career and professional opportunities.
6. Requires an employee to notify the Campus President in writing of a criminal conviction for drug or alcohol related offenses occurring in the workplace no later than five calendar days following the conviction.
7. Provides referral assistance for counseling services access to AESCA Boulder’s **Employee/Student Assistance Program or the Student Resource Service and will refer employees/students for counseling services programs** that inform students and employees about the dangers of drug and alcohol abuse. Voluntary participation in or referral to these services is strictly confidential.
8. Contact the Campus President at (303) 494-7988 or (877) 249-0305 for referral assistance. AESCA Boulder employees may also contact our health insurance provider for various assistance. Contact information may be obtained from the Campus President.
9. Students may contact the Registrar or Executive Chef for referral assistance.
10. The Campus President is responsible for notifying federal funding agencies within 10 calendar days whenever an employee is convicted of a drug-related crime that occurred in the workplace.
11. AESCA Campus Security Authorities are responsible for notifying local law enforcement when there is a legal violation related to alcohol and other drugs.
12. AESCA forbids an employee from performing sensitive safety functions while a prohibited drug(s) is in his or her system.
13. AESCA could mandate drug testing of employees prior to employment, when there is reasonable cause, after an accident, on a random basis, and before returning to duty after refusing to take a drug test or after not passing a drug test.
14. Health risks generally associated with alcohol and drug abuse can result in but are not limited to a lowered immune system, damage to critical nerve cells, physical dependency, lung damage, heart problems, liver disease, physical and mental depression, increased infection, irreversible memory loss, personality changes and thought disorders.
15. AESCA provides for annual distribution of this policy to all staff, faculty, and students.

Your Role in the Drug-Free Workplace Program

- Know AESCA Boulder's policy and program.
- Follow AESCA Boulder's drug-free policy.
- Report to class and/or work fit for duty. Come to the school free of alcohol and other drugs.
- Don't abuse alcohol or use illegal drugs in the workplace, on school property, or as part of any AESCA Boulder school sponsored or required activity.
- Seek help if you think you have a problem.

Talk to the Campus President if you think a coworker or student may need help or if you see a policy violation.

Crime and Punishment: Alcohol and Drug Offenses

Misdemeanors (M) are punishable by imprisonment in county jail for not more than one year and/or a fine not exceeding \$500 unless a different amount is specified for the offense.

Felonies (F) are punishable by imprisonment in the state corrections system for up to two years and/or a fine not exceeding \$1,000 unless a different amount is specified for the offense.

AESCA maintains a standard of conduct that prohibits the unlawful use, possession, or distribution, of drugs or alcohol by students and employees on school property, or at school activities.

Policy violations are taken seriously and AESCA Boulder will impose sanctions on students and employees (consistent with local, state and federal law). Disciplinary action(s) for violation of this standard of conduct could include expulsion from school, termination of employment and referral for prosecution.

Campus Security/Clery Act

Federal regulation requires an institution to compile an Annual Security Report disclosing the institution's security policies and reporting of Crime Statistics. Students should refer to the Campus Crime section of the campus website at: www.escoffier.edu/consumer-information/ for the latest copy of the AESCA Annual Security Report.

Prevention of Financial Aid/Scholarship Fraud

Every year, millions of high school graduates seek creative ways to finance the markedly rising costs of a college education. In the process, they sometimes fall prey to scholarship and financial aid scams. On November 5, 2000, Congress passed the College Scholarship Fraud Prevention Act of 2000 (CSFPA). The CSFPA enhances protection against fraud in student financial assistance by establishing stricter sentencing guidelines for criminal financial aid fraud. It also charged the Department, working in conjunction with the Federal Trade Commission (FTC), with implementing national awareness activities, including a scholarship fraud awareness site on the ED web site.

According to the FTC, perpetrators of financial aid fraud often use these telltale lines:

- The scholarship is guaranteed or your money back
- "You've been selected by a 'national foundation' to receive a scholarship" or "You're a finalist" in a contest you've never entered.
- "You can't get this information anywhere else"
- "I just need your credit card or bank account number to hold this scholarship"

- "We'll do all the work"
- The scholarship will cost some money

To file a complaint, or for free information, students or parents should call 1.877.FTC.HELP (1.877.382.4357) or visit: <http://ftc.gov/bcp/menus/consumer/education.shtm>

Statement of Non-Discrimination

AESCA does not discriminate on the basis of race, color, gender, age, national or ethnic origin, or physical disabilities in the administration of its educational or admissions policies, financial assistance programs, job placement services, or any other school sponsored program. Admission of applicants is based solely on the potential of the applicant to succeed in the foodservice industry or benefit from the course of study.

Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color, or national origin in programs or activities receiving federal financial assistance. All federal agencies that provided grants of assistance are required to enforce the Title VI regulation.

Know Your Rights – Title IX:

Title IX of the Education Amendments of 1972 ("Title IX"), 20 U.S.C. §1681 *et seq.*, is a Federal civil rights law that prohibits discrimination on the basis of sex in education programs and activities. All public and private elementary and secondary schools, school districts, colleges, and universities (hereinafter "schools") receiving any Federal funds must comply with Title IX. Under Title IX, discrimination on the basis of sex can include sexual harassment or sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion.

All students are encouraged and welcome to visit the Administrative Office for any questions, clarification or additional information regarding any of the Auguste Escoffier School of Culinary Arts' policies & procedures.

Appendix A: Placement, Retention and Completion Rates

Placement Rates:

Auguste Escoffier School of Culinary Arts reports placement rates to the Accrediting Council for Continuing Education & Training (ACCET). The reported rates are available on the campus website (<https://www.escoffier.edu/consumer-information/>) and are updated annually.

Retention Rate:

Per IPEDS definition, retention rates "examine the percentage of first-time students enrolled in the fall of the prior year that are still enrolled in the fall of the current year" and "measures the percentage of first-time students who return to the institution to continue their studies the following fall". The retention rate reported for First-Time, Full-Time students entering in Fall 2021 in the IPEDS Fall Enrollment Survey for Auguste Escoffier School of Culinary Arts in Boulder and reported on the [College Navigator](#) website is 59%.

Completion Rate:

The completion rate described in these disclosure documents is determined by using U.S. Department of Education guidance for disclosures and is not the same as used for IPEDS. Graduation rates for each campus can be found on the IPEDS database, searching for each institution on the following site: <https://nces.ed.gov/ipeds/use-the-data>.