

## **Principles of Excellence**

The Salon Professional Academy supports students who receive Federal military and veterans' educational benefits. We adhere to the Principles of Excellence, established under Executive order 13607 of April 27, 2012 by ensuring that we provide meaningful information, prevent abusive or deceptive recruiting practices, and insure we provide a high quality of academic and student support services for all recipients of Federal military and veterans educational benefits.

To ensure we are following these practices, The Salon Professional Academy agrees to:

- Prior to enrollment, provide all information necessary for students to understand the total cost of the educational program. This includes the total tuition and fees, the amount of Federal educational benefits available to the student, the type and amount of student aid that may be available, the estimated student loan debt upon graduation, information on student outcomes, and other information to facilitate comparison packages offered by other educational institutions.
- Inform students to the benefits of the availability of Federal financial aid.
- Refrain from any fraudulent or aggressive recruiting techniques as well as any misrepresentation, paying of incentive compensation, and failure to meet State authorization requirements.
- Obtain approval from Accrediting Commission of Career Schools and Colleges (ACCSC), our accreditation agency, prior to enrolling students in any new courses or programs.
- Allow Leave of Absences or re-admittance for any service members and reservists who were unable to attend classes or suspend studies due to service obligations, provided the service member was achieving Satisfactory Academic Progress prior to the leave or suspension of studies.
- Abide by the Institutional Refund Policy, as it applies to Federal aid, Veteran Benefits, and state requirements when a student must withdraw prior to completion.
- Provide educational plans that detail how students will fulfill all requirements necessary for graduation and the expected time to complete these requirements.
- Designate points of contact, as follows:

- Financial Aid and other payment information can be obtained by the Financial Aid Administrator who can be contacted at [financialaid@salonproacademy.com](mailto:financialaid@salonproacademy.com) or (608) 519-3735.
- Academic advising is provided by the Director of Education who can be contacted at (608) 519-3739.
- Job searches are provided through the Recruiting Coordinator who can be contacted at (608)519-3738.