

# INSTITUTIONAL DISCLOSURES UNDER THE HIGHER EDUCATION ACT OF 1965, AS AMENDED BY THE HIGHER EDUCATION OPPORTUNITY ACT OF 2008

The Higher Education Act of 1965 (HEA), as amended by the Higher Education Opportunity Act of 2008 (HEOA), includes many disclosure and reporting requirements. A disclosure requirement must be made available to enrolled and prospective students, employees and the public. A reporting requirement is information submitted to the U.S. Department of Education or other governmental agencies.

#### NOTICE OF AVAILABILITY OF INSTITUTIONAL AND FINANCIAL AID INFORMATION

Middle Tennessee School of Anesthesia (MTSA) must make available and annually distribute, to enrolled students, a *Notice of the Availability of Institutional and Financial Aid Information*, under the Family Educational Rights and Privacy Act of 1974 (FERPA) and under HEA Sec. 485(a)(1), Sec. 485(f), Sec. 485(g), [Sec. 485(h)] and Sec. 485(j).

This same information may also be obtained visiting the MTSA website under <u>Consumer Information</u> <u>http://mtsa.edu/admissions/financial-aid/consumer-information</u>/. MTSA will provide a paper copy of any disclosure upon request, by contacting:

P.O. Box 417 Madison, TN 37116 888-353-6872

Or by emailing:

Jean Baron-White
Executive Administrative Assistant
compliance@mtsa.edu

Sara Metcalf Assistant Director of Financial Aid finaid@mtsa.edu

## **Academic Degrees**

Information on the academic program at MTSA and current degree programs and educational training available

http://mtsa.edu/academics/

## **Accreditation and Licensure**

MTSA's accrediting agencies http://mtsa.edu/about/accreditation/

## **Annual Security Report**

The Annual Security Report is published and distributed to current employees and students by October 1 each year. This report provides MTSA's campus security policies and crime statistics for the previous three years in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act <a href="http://mtsa.edu/about/compliance/">http://mtsa.edu/about/compliance/</a>

## **College Navigator Website**

❖ The Department of Education is required to post data on this website for each institution https://nces.ed.gov/collegenavigator/?q=Middle+Tennessee+School+of+Anesthesia&s=all&id=220996

## **Computer Use & File Sharing, Copyright Misuse**

MTSA policies with respect to computer use, social media and copyright misuse https://mtsa.edu/wp-content/uploads/2020/10/MTSA-Computer-and-Network-Use-Policy.3.13.19.pdf

## **Complaint Process**

MTSA wants to ensure all students have a positive educational experience. Students are to be informed of the complaint process while enrolled on-campus and in distance education coursework <a href="https://mtsa.edu/about/compliance/">https://mtsa.edu/about/compliance/</a>

## **Constitution and Citizenship Day**

MTSA commemorates Constitution Day, on or around September 17, commemorating the September 17, 1787 signing of the Constitution https://mtsa.edu/admissions/financial-aid/constitution-citizenship-day/

## Cost of Attendance (COA)

Financial aid cost of attendance budget for MTSA, which includes tuition and fees, books and supplies, room, board, transportation, and personal and miscellaneous costs while enrolled during an academic year <a href="http://mtsa.edu/admissions/financial-aid/cost-of-attendance/">http://mtsa.edu/admissions/financial-aid/cost-of-attendance/</a>

## **Student Drug and Alcohol Policy**

Students are to receive the School's annual notice of the Drug and Alcohol policy which includes the penalties of violating the policy https://mtsa.edu/wp-content/uploads/2020/10/MTSA-Student-Drug-and-Alcohol-Policy.pdf

## **Facilities and Services for Students with Disabilities**

Students with disabilities Contact <u>compliance@mtsa.edu</u> for information

## Family Educational Rights and Privacy Act (FERPA)

The Family Education Rights and Privacy Act (FERPA) was implemented in 1974 as a federal law to protect the privacy of student education records. FERPA gives students the right to review their education records, seek to amend inaccurate information in their records, provide consent for the disclosure of their records and file a complaint with the Family Policy Compliance Office concerning potential violations. This law applies to all schools that receive funds under an applicable program of the U.S. Department of Education <a href="https://mtsa.edu/wp-content/uploads/2020/10/FERPA-Policy.pdf">https://mtsa.edu/wp-content/uploads/2020/10/FERPA-Policy.pdf</a>

## **Federal Student Financial Aid Penalties for Drug Law Violations**

MTSA must provide each student receiving federal aid information of the penalties associated with drugrelated offenses

http://mtsa.edu/wp-content/uploads/2017/08/Federal-Student-Financial-Aid-Penalties-for-Drug-Law-Violations.pdf

## **Financial Aid Information**

- The Financial Aid Office contact information and what financial aid information is available online http://mtsa.edu/admissions/financial-aid/
- Types of financial assistance at MTSA http://mtsa.edu/admissions/financial-aid/types-financial-assistance/
- Steps to apply for financial aid http://mtsa.edu/admissions/financial-aid/applying-financial-aid/
- Satisfactory Academic Progress Policy for maintaining Federal Aid http://mtsa.edu/admissions/financial-aid/satisfactory-academic-progress-policy-federal-aid/
- Disbursement of funds and cancellation policy http://mtsa.edu/admissions/financial-aid/applying-financial-aid/#disbursement
- Federal Financial Aid Rights and Responsibilities https://mtsa.edu/wp-content/uploads/2020/08/Financial-Aid-Rights-and-Responsibilities.docx-0820.pdf

#### **Student Loan Information**

- Federal Direct Loan information with sample repayment chart https://mtsa.edu/wp-content/uploads/2020/09/Student-Loan-Information-and-Loan-Repayment-Chart.20.21.pdf
- Terms for Federal Loans http://mtsa.edu/admissions/financial-aid/types-financial-assistance/
- Private Loan Information

http://mtsa.edu/admissions/financial-aid/types-financial-assistance/#private-loans

- Preferred Private Lender List and Lender Arrangement (MTSA has no preferred lender list or lender arrangement) http://mtsa.edu/admissions/financial-aid/types-financial-assistance/#private-loans
- Entrance and Exit Counseling Information for Federal Direct Loans http://mtsa.edu/admissions/financial-aid/entrance-loan-counseling-federal-loans/
- Student Loan Information published by the Department of Education <a href="https://studentaid.ed.gov/sa/types/loans">https://studentaid.ed.gov/sa/types/loans</a>
- Institutional Code of Conduct for Educational Loans http://mtsa.edu/admissions/financial-aid/code-of-conduct/

## National Student Loan Data System (NSLDS)

Students who enter into a loan agreement regarding a Title IV federal loan, will have their loan submitted to the NSLDS database and accessible by authorized agencies, lenders and institutions. Log in using your FSA ID and password <a href="https://studentaid.gov/asla/acknowledgement">https://studentaid.gov/asla/acknowledgement</a>

## Refund Policy, Requirements for Withdrawing and Return of Title IV Financial Aid

Know the procedures for officially withdrawing, by reading the School's Refund and the Return of Title IV Funds policies

http://mtsa.edu/admissions/financial-aid/withdrawals-return-title-iv-aid/

## **Student Diversity**

Diversity statistics for MTSA https://mtsa.edu/wp-content/uploads/2020/09/Student-Diversity.2020-1.pdf

## **Student Outcomes**

Information required by the Student Right-to-Know Act (i.e. student attrition statistics and graduation rates) (bottom of web page) http://mtsa.edu/about/accreditation/

#### **Textbook Information**

Textbook information for the Practice Doctorate Program, which includes ISBN and retail price information, is emailed to students prior to each semester start date <a href="http://mtsa.edu/admissions/financial-aid/textbook-information/">http://mtsa.edu/admissions/financial-aid/textbook-information/</a>

## **Transfer Credit Procedure**

Information about transferring credits <a href="https://mtsa.edu/wp-content/uploads/2020/10/Transfer-of-Credit-Policy.pdf">https://mtsa.edu/wp-content/uploads/2020/10/Transfer-of-Credit-Policy.pdf</a>

## **Vaccinations Required**

Vaccinations Practice Doctorate students are required to document: https://mtsa.edu/wp-content/uploads/2020/10/Vaccinations-Required1.pdf

#### **Voter Registration**

Students are encouraged to vote in all elections. Online registration is available <a href="http://sos.tn.gov/products/elections/register-vote">http://sos.tn.gov/products/elections/register-vote</a>
Visit our school page - <a href="http://mtsa.edu/wp-content/uploads/2018/09/Voter-Registration100.pdf">http://mtsa.edu/wp-content/uploads/2018/09/Voter-Registration100.pdf</a>

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