In compliance with the Higher Education Opportunity Act (HEOA), Genesis Career College (GCC) has compiled this Consumer Information Report to inform and notify current students, potential students, and Genesis employees of policies and procedures that are important to the success of Genesis students, staff, and faculty. Should you have any questions concerning this report, please contact Charles Godwin at (678) 634-0843. To obtain a copy of this report please contact the campus Admissions Department or email Sonya Flanagan-Ensign at sflanagan-ensign@genesiscareer.edu.

It is important to note this report is a summary and is not all inclusive of Genesis’ policies, procedures, and rules. Please refer to the Student Handbook and School Catalog for comprehensive information regarding Genesis Career College.

**FINANCIAL ASSISTANCE AVAILABLE TO STUDENTS**

The information below summarizes the financial aid options available to Genesis students.

**Federal Pell Grant:** Federal Pell Grants are awards to help undergraduate students pay for their education. These grants provide a “foundation” of financial aid, to which aid from other federal and non-federal sources may be added. Unlike loans, grants do not have to be paid back.

**Federal Direct Student Loan Program (DL):** Many students rely on federal government loans to finance their educations. These loans, administered by “Direct Lending Schools”, are provided by the US government directly to students and their parents. They have low interest rates and do not require credit checks or collateral. Student loans also provide a variety of deferment options and extended repayment terms.

**Federal Direct PLUS Loan Programs (PLUS):** PLUS loans are federal loans that parents of dependent undergraduate students can use to help pay educational expenses. Unlike direct student loans PLUS loans do require a credit check.

Entrance loan counseling is provided to all prospective and current students and is required by all students prior to attending. Exit loan counseling is also provided prior to graduation and is a requirement for completion. Within counseling students will receive information on loan terms, a sample repayment schedule, and education on the necessity for repaying loans. Current students may schedule additional counseling sessions by contacting the financial aid department on campus or by emailing Shanna Frasier at sfrasier@genesiscareer.edu.

The following information can be found in the Student Handbook regarding financial aid available to Genesis students:

1. How to apply for aid
2. Student eligibility requirements
3. Criteria for determining award amounts
4. Rights and responsibilities of students receiving Title IV aid
5. Criteria for continued eligibility including the policy on satisfactory progress
6. Disbursement methodology and schedule

All prospective students will receive a Student Handbook prior to enrolling into Genesis. Anyone may request a copy. To request a copy, please contact the Student Services Coordinator on campus for a digital or hard copy.
INSTITUTIONAL INFORMATION

Program Offering - Massage Therapy and Bodyworks: The Massage and Bodyworks Therapy Program is a 900 hour program covering a period of 30 weeks for full time students and 60 weeks for part time students. This is currently the only program offered at the Bowling Green Campus.

Facilities: GCCBG has a clinical floor area for students to provide services on patrons to create realistic training scenarios in their professions. Classrooms are spacious and private. Student laboratories include a variety of equipment particular to the profession of training. Student laboratories have massage tables, sheets, and any other specialized supplies needed for the variety of massage training.

GCCBG also houses a media/resource room supplied with books, DVDs, VHS videos, CDs, DVD/VHS/CD players and a TV. Students also have access to computers with internet access and printers. The media/resource room is open the same operating hours of the facility, which provides students access to this room before, during, and after classes are in session.

In an effort to maintain a quality training program, GCCBG is constantly improving and updating its facilities to maintain the most modern and up to date campus possible.

Faculty: There are currently 3 full time faculty members and 7 adjunct instructors employed at the Bowling Green campus.

Cost of Education: Enrolling into a college in today’s educational climate is complicated. There are many hurdles that get between a motivated qualified student and enrolling in school. Genesis provides a different approach during the enrollment process built upon simplicity. Students will incur only two charges from Genesis:

<table>
<thead>
<tr>
<th>Program</th>
<th>Tuition</th>
<th>Admin Fee</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Massage Therapy and Bodyworks</td>
<td>$12,995</td>
<td>$500</td>
<td>$13,495</td>
</tr>
</tbody>
</table>

Genesis will provide the following at no additional charge:

1. All necessary textbooks
2. Massage Table
3. Uniforms
4. Student Liability Insurance
5. State Licensure and Examination Fees

The following chart estimates the total costs of attendance (as of December 2013) not directly charged by Genesis for a student attending college in Bowling Green, KY:

<table>
<thead>
<tr>
<th>Estimated Weekly Expenses</th>
<th>Students Living With Parents</th>
<th>Single Student Not Living With Parents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Room and Board</td>
<td>$140.55</td>
<td>$187.40</td>
</tr>
<tr>
<td>Transportation</td>
<td>$59.67</td>
<td>$59.67</td>
</tr>
</tbody>
</table>

The following policies and procedures can be located in the Student Handbook:

1. Institutional Refund Policy
2. Withdrawal Policy and Procedure
3. Return of Title IV Funds
4. Transfer of Credit To and From Other Institutions

All prospective students will receive a Student Handbook prior to enrolling into Genesis. Anyone may request a copy. To request a copy, please contact the Student Services Coordinator on campus for a digital or hard copy.

Accreditation and Licensure: Genesis Career College: Bowling Green Campus is licensed by the Kentucky Board Licensure for Massage Therapy to offer Massage Therapy. GCCBG is authorized by the Kentucky State Board for Proprietary Education. This authorization must be renewed each year and is based on an evaluation by minimum standards concerning quality of education, ethical business practices, health and safety, and fiscal responsibility.

Genesis Career College: Bowling Green Campus is accredited, through its main campus Genesis Career College, by the Commission of the Council on Occupational Education (COE). The U.S. Department of Education lists COE as a nationally recognized accrediting agency under the provisions of Chapter 33, Title 38, U.S. Code and Subsequent Legislation.

Documentation regarding the accreditation and licensure of the Bowling Green Campus is available by request.

Copyright Infringement Policy and Sanctions: The making of an electronic or paper copy of a copyrighted work by any means (photocopying, electronic reproduction, scanning, digitizing, etc.) constitutes reproduction that is governed by copyright law. The copyright principles that apply to the use of copyrighted works in electronic environments are the same as those that apply to such use in paper environments.

The reproduction or copying of a work subject to copyright protection typically requires the permission of the copyright owner. However, the copyright law recognizes that in certain situations, copyrighted work may be reproduced without the copyright owner’s consent. One such situation is where the doctrine of “fair use” applies.

The following four factors must be considered for determining “fair use”

- The purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes.
- The nature of the copyrighted work
- The amount and substantiality of the portion used in relation to the copyrighted work
- The effect of the use upon the potential market for or value of the copyrighted work.

Genesis distributes materials informing the Genesis Community about the appropriate use of copyrighted materials. This information is included in the student catalog, codes of conduct, in addition to e-mail and/or paper disclosures.

Any unauthorized distribution of copyrighted materials will be handled by the Director of Education and a disciplinary hearing may be called.

The school presently has installed on its computer server “Watchdog Software”, which monitors the traffic of computer usage. The software also restricts access to only those websites which are on a “safe list”. In addition, it prohibits the users from downloading restricted information without the consent of the administrators in charge of the program.
The Institutional Advisory Committee reviews the effectiveness of the plan to combat the unauthorized distribution of copyrighted materials on an outcome basis. A check of a “before and after” comparison of bandwidth, or relapsing into previous problem situations is a way to check on outcomes.

The institution provides an annual notice on a one-to-one basis through a direct notice to each enrolled student. Any student involved in a copyright situation will be referred to the Director of Education and the proper authorities.

Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws:

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or “statutory” damages affixed at not less than $750 and not more than $30,000 per work infringed. For “willful” infringement, a court may award up to $150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys’ fees. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to $250,000 per offense. For details see title 17, United States Code, Sections 504 and 505.

For more information, please see the Web site of the U.S. Copyright Office at www.copyright.gov, especially their FAQ’s at www.copyright.gov/help/faq.

**Graduation, Placement, Licensure and Retention Rates**

<table>
<thead>
<tr>
<th>Graduation Rate</th>
<th>Placement Rate</th>
<th>Licensure Exam Pass Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>64.29%</td>
<td>80.95%</td>
<td>85.19%</td>
</tr>
</tbody>
</table>

The data below the graduation data is broken down by gender, ethnicity, and financial aid received as follows:

<table>
<thead>
<tr>
<th>Graduation Cohort Disaggregated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gender</td>
</tr>
<tr>
<td>Male</td>
</tr>
<tr>
<td>Female</td>
</tr>
<tr>
<td>Race Ethnicity</td>
</tr>
<tr>
<td>Black / African America</td>
</tr>
<tr>
<td>White</td>
</tr>
<tr>
<td>Federal Aid Received</td>
</tr>
<tr>
<td>Pell Grant</td>
</tr>
<tr>
<td>Direct Subsidized Loans</td>
</tr>
<tr>
<td>No Aid</td>
</tr>
</tbody>
</table>

The following placement and licensure data was compiled for the most recent annual report submitted to the Council on Occupational Education:
Gainful Employment Disclosure Information

Click on the link below to access gainful employment information for the Massage Therapy and Bodyworks Program:


Campus Security

Campus Annual Security Reports are distributed every October. To access the Bowling Green Campus Annual Security Report for the 2012-13 reporting period simply click on the following link:


You may request a hard copy of this report by contacting the campus student services coordinator.