



2015-16

GENESIS CAREER COLLEGE: DALTON, GA
CONSUMER INFORMATION REPORT

Genesis Career College: Dalton Campus 2015-2016 Consumer Information Report

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 A.J. Schlegel at ajschlegel@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 first time borrowers prior to attending. Exit loan counseling is also provided prior to graduation and is a requirement for completion. During 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 Offerings:

Cosmetology: The Cosmetology Program is a 1500 hour program covering a period of 50 weeks for full time students or 75 weeks for part time students.

Teacher – Master Cosmetologist: The Teacher - Master Cosmetologist Program is a 750 hour program spanning 25 weeks or 38 weeks for part time students.

Nail Technology: The Nail Technology Program is a 600-hour program covering a period of 20 weeks or 30 weeks for part time students.

Medical Assistant: The Medical Assistant Program is a 53 quarter credit hour program covering a period of 36 weeks.

Facilities: The campuses of Genesis Career College (GCC) are spacious facilities that consist of a reception area, administrative offices, classrooms for theory and student laboratory, a media/resource room, and break rooms.

GCC 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 in the Cosmetology and Nail Technology programs include manikins along with all of the equipment and supplies needed for skill development in each field of study.

The student laboratory in Medical Assisting includes an examination table, phlebotomy training arm, microscopes, autoclave, adult and infant scales, a variety of surgical instruments and supplies, syringes, and training manikins, and other equipment and supplies appropriate for the program. For the Allied Health Programs GCC has classrooms equipped with whiteboards and projection equipment to aid students in learning theory applications and student laboratories that include a variety of equipment particular to the profession of training. Allied Health students are given access to Google Chromebook laptops during their first term to be used as a digital textbook and research tool.

GCC houses a media/resource room supplied with books, DVDs, VHS videos, CDs, DVD/VHS/CD players, Google Chromebooks and a TV. 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. Students may use the Chromebooks to access the internet as an additional resource tool.

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 enrolling in Beauty and Wellness Programs will incur only two charges from Genesis:

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School of Beauty and Wellness:

Program	Admin Fee	Tuition	Total Cost
Cosmetology	\$500.00	\$13,800.00	\$14,300.00
Teacher Training	\$500.00	\$7,495.00	\$7,995.00
Nail Technology	\$500.00	\$9,270.00	\$9,770.00

Student Kit, textbooks, uniforms, and supplies are included within the charges listed above.

School of Health and Medicine:

Program	Reg. Fee	Textbooks	Tuition	Total
Medical Assistant	\$100	\$465	\$14,395	\$14,960

Required Textbooks Medical Assistant	ISBN Number
Language of Medicine, 10 th Edition	9781455728466
Delmar's Comprehensive Medical Assisting; 5 th Edition Textbook	9781133602866
Comprehensive Medical Assisting and Clinical Competencies Workbook	9781133606016
Virtual Administration Skills	Access Code provided
	Bundle Cost \$465.00

The following chart estimates the total costs of attendance (as of July 2016) not directly charged by Genesis for a student attending college in Lebanon, TN:

Estimated Weekly Expenses	Students Living With Parents	Single Student Not Living with Parents
Room and Board	\$169.00	\$225.00
Transportation	\$41.00	\$41.00

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: Dalton Campus is licensed by the Georgia State Board of Cosmetology and authorized to offer training in Cosmetology, Teacher - Master Cosmetologist, and Nail Technology.

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Genesis Career College has applied for authorization by the Georgia Nonpublic Postsecondary Education Commission. This authorization is based on an evaluation by minimum standards concerning quality of education, ethical business practices, health and safety, and fiscal responsibility. Genesis Career College has applied for authorization to offer diplomas for Medical Assistant, Pharmacy Technician, Dental Assistant, Medical Billing and Coding, and Health Information Administration.

Genesis Career College and its branches are accredited 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 Lebanon 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

Program	Graduation Rate	Placement Rate	Licensure Exam Pass Rate
Cosmetology	69.23%	79.25%	92.16%
Nail Technology	73.33%	100.00%	100.00%
Instructor Trainee	100.00%	100.00%	100.00%
Medical Assistant	62.50%	85.71%	N/A

The cohort comprising the graduation data is broken down by gender, ethnicity, and financial aid eligibility and can be accessed by clicking the link below:

<https://nces.ed.gov/ipeds/datacenter/InstitutionProfile.aspx?unitId=adadabb2b1b0>

VOTER REGISTRATION FORMS

Voter registration forms are available upon request in the financial aid office. Genesis will also distribute in electronic format access instructions to voter registration forms annually. To access the State of Georgia voter registration form, go to:

[http://sos.georgia.gov/elections/voter_registration/GA%20VOTER%20REGISTRATION%20%20APP\(Fill_2007\).pdf](http://sos.georgia.gov/elections/voter_registration/GA%20VOTER%20REGISTRATION%20%20APP(Fill_2007).pdf)
http://www.eac.gov/voter_resources/contact_your_state.aspx
<http://www.rockthevote.com/election-center/voter-registration-deadlines-by-state.html>

GAINFUL EMPLOYMENT DISCLOSURE INFORMATION

Click on the links below to access gainful employment information for the following programs:

Cosmetology: http://info.genesiscareer.edu/GE_Disclosure_Info/GE_Disclosure_030611_Cosmetology/Gedt.html

Nail Technology: http://info.genesiscareer.edu/GE_Disclosure_Info/GE_Disclosure_030611_Nail_Technology/Gedt.html

Instructor: http://info.genesiscareer.edu/GE_Disclosure_Info/GE_Disclosure_030611_Teacher_%28750%29/Gedt.html

Medical Assistant: http://info.genesiscareer.edu/GE_Disclosure_Info/GE_Disclosure_030611_Medical_Assistant/Gedt.html

Pharmacy Technician: http://info.genesiscareer.edu/GE_Disclosure_Info/GE_Disclosure_008655_Pharmacy_Technician/Gedt.html

CAMPUS SECURITY

Campus Annual Security Reports are distributed every October. To access the Dalton Campus Annual Security Report and crime statistics for the 2015-16 reporting period simply click on the following links and entering "Genesis Career College" as name criteria:

Annual Security Report: <https://ope.ed.gov/campussafety/#/institution/details>

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