

CONSUMER INFORMATION DISCLOSURES

POLICIES & PROCEDURES	
Contact Information	Academy Locations & General Description of Facilities Catalog – Page 16 Gurnick Website – Campus Locations https://www.gurnick.edu/locations/
Student Complaint & Grievance Procedure	Student Grievance and Appeals Catalog – Page 140
Academic Integrity	Academic Integrity Catalog – Page 150
Employment Assistance	Employment Assistance Catalog – Page 145
Faculty and Staff	Faculty and Staff Catalog Addendum
Privacy of Student Records	Student Records Catalog – Page 118
Admission/Readmission Policies	Admission Policies Catalog – Page 25 Re-Enrollment Catalog – Page 75
Satisfactory Academic Progress	Aid Disbursement & Satisfactory Academic Progress (SAP) Catalog – Page 112
Employee Compensation Policy	Gurnick Academy of Medical Arts does not compensate an employee involved in recruitment, enrollment, admissions, student attendance, or sales of educational materials to students on the basis of a commission, commission draw, bonus, quota, or other similar method related to the recruitment, enrollment, admissions, student attendance, or sales of educational materials to students. Gurnick Academy of Medical Arts will not offer to compensate a student to act as an agent of the institution with regard to the solicitation, referral, or recruitment of any person for enrollment in the institution.
Attendance Policy	Attendance - Absent- Tardiness - Drop Catalog – Page 156
Withdrawal Policy	Withdrawal From the Program: Catalog – Page 100
Leave of Absence	Leaves of Absence (LOA) Catalog – Page 166
Course Repeats	Re-Enrollment Catalog – Page 75 Repetition of Classes of Modules Catalog – Page 165
Clock to Credit Hour Calculation	Unit of Credit Catalog – Page 140

CONSUMER INFORMATION DISCLOSURES

PUBLICATIONS	
School Catalog, Program Starts, and Academic Holiday Schedule	Gurnick Website Catalog https://www.gurnick.edu/school-catalog/
	Gurnick Website Program Starts https://www.gurnick.edu/programs/
	Gurnick Website Academic Holiday Schedule https://www.gurnick.edu/academic-holiday-schedule/
FINANCIAL AID ASSISTANCE INFORMATION	
Financial Assistance for Students	Gurnick Financial Aid Website https://www.gurnick.edu/financial-aid/
	Financial Aid Information Catalog – Page 102
	Eligibility Requirements Catalog – Page 103
	Federal Financial Aid Programs including FWS community service & FSEOG Catalog – Page 103
Verification of Title IV	Loan Entrance and Exit Counseling Catalog – Page 108
	Verification of Title IV Catalog – Page 103
	The U. S. Department of Education’s Central Processing System (CPS) processes FASFAs (Free Application for Student Financial Assistance) into Institutional Student Information Records (ISIRs) that are electronically sent to Gurnick Academy of Medical Arts.
	As part of the FASFA processing, the CPS runs an editing program on submitted FASFA information. Based upon this review, they select student records to be put into a process called “Verification”. Records are selected for a variety of informational inconsistencies determined by the editing process.
Verification of Title IV	Gurnick will perform Verification Procedures on every student selected by the CPS. The Financial Aid Advisor at each campus will review the ISIR record and inform student of the necessary information required from his/her to clear the Verification edit and provide him/her with any necessary in-house forms.
	No Federal Financial Assistance will be disbursed to students until Verification Procedures have been completed. Students are expected to provide requested Verification documents within 3 days of the request. Students unable to comply with this deadline will not be awarded aid until all required documents have been received.

CONSUMER INFORMATION DISCLOSURES

	Students need to be aware that Verification Procedures may result in changes to their submitted FASFA information and may change the amounts of their Estimated Financial Assistance Package.			
Academic Year Definition	Clock hour programs: DXA, VN, XTMA, AOSRT, ASPTA	Hours: 900	Weeks: 26	
	Non-term credit hour programs: MA, DA	Quarter Credit Hours: 36	Weeks: 30	
	Term based credit hour programs: AOSCU, AOSVUT, AOSUT, ASMRI, ASNM, ASOTA, ASRT	Quarter Credit Hours: 36	Weeks: 30	
	Term based credit hour programs: ADN, ADN (LVN to RN), AOSRC, ASVN, BSN, BSN (LVN to RN), BSN (RN to BSN), BSDMI, BSRT, MSN (BSN to MSN)	Semester Credit Hours: 24	Weeks: 30	
Professional Judgement	<p>The Financial Aid Office at Gurnick Academy of Medical Arts has the authority to exercise professional judgment, both before and after a student is awarded. Professional judgment may not be used to change the needs analysis formula (Cost of Attendance – Financial Resources = Need). The following are examples of items that may qualify for a professional judgment:</p> <ul style="list-style-type: none"> • Unusual medical or dental expenses not covered by insurance or accounted for in the need analysis formula under the Income Protection Allowance • Unemployment (income reduction) • Dependency status override due to unusual family relationships • Natural disasters that impact the family's income or assets • Death or divorce of a spouse • IRA contributions • Parent and student enrolled at the same time <p>To request that aid be reviewed due to these or similar circumstances, the student must write a letter explaining in detail the reason for the request and complete a form. Appropriate documentation will be required and will be suitable for the circumstance. For example, if a student is claiming to be Unemployed, he/she may be required to produce a current pay statement, w-2 and/or tax return. Students will be notified of what reasonable documentation they will need to produce after the written appeal has been reviewed.</p> <p>The student must be enrolled at the time the request for professional judgment is made. Requests must be received by the Financial Aid Office two weeks prior to the last day of classes. All decisions are made on a case-by-case basis after reviewing the student's individual circumstances. The student should be aware that while the institution attempts to make a final decision promptly, there may be instances where additional information is required which may delay the decision. The decision of the Financial Aid Office at Gurnick is final and cannot be appealed to the US Department of Education.</p>			
Title IV Credit Balance Authorization	Upon disbursement of Federal Title IV Financial Aid funds (i.e., Pell Grant, Supplemental Educational Opportunity Grant (SEOG), Direct Subsidized Loan, and/or Direct Unsubsidized			

CONSUMER INFORMATION DISCLOSURES

	<p>Loan), Title IV funds are credited (paid) directly to your account and will be used first to pay your institutional charges such as tuition and fees in the academic year. Title IV funds may also be used for other educationally related charges and prior charges, not to exceed \$200 (if authorized).</p> <p>If the total amount of the Title IV funds disbursed to your account exceeds the tuition, fees and other authorized education-related charges assessed to your account in the academic year, your account will have a Title IV Credit Balance. The Title IV Credit Balance will be issued to you in a check within 14 calendar days from the date the Title IV Credit Balance was created on your account unless you authorize Gurnick Academy of Medical Arts to retain those funds on your account to cover future institutional charges, other educationally related charges and/or prior charges not to exceed \$200.</p> <p>In order to authorize Gurnick Academy of Medical Arts to retain Title IV Credit Balance funds on your account, you will need to review and check each applicable box below to indicate your understanding and authorization of each statement. Your signature at the bottom of this form confirms that you understand and are aware of the options available to you regarding any Title IV Credit Balance on your account.</p> <p>The authorization will remain in effect for your entire enrollment period, unless you notify Gurnick of your decision to rescind your authorization. You have the right to rescind this authorization at any time. Any such rescission would become effective as of the date you notify the Financial Aid office. It will be your responsibility to ensure that all of your institutional charges are paid as the charges become due. If you request receipt of a Title IV Credit Balance that results in unpaid institutional charges remaining on your account, it will be your responsibility to pay those charges to the school immediately.</p>
Student's Responsibility for Receiving Financial Assistance	Financial Policies – Fee and Tuition Information Catalog – Page 98
INSTITUTIONAL INFORMATION	
Cost of Attendance	Tuition and Costs https://www.gurnick.edu/tuition-and-costs/
Refund Policy	Refund Catalog – Page 99
Student's Right to Cancel and Withdrawal From the Program	Student's Right to Cancel & Withdrawal from the Program Catalog – Page 99
Return of Title IV Funds	Withdrawals & The Return to Title Iv Aid (R2T4) Calculation Catalog – Page 116
Academic program information	<p>Program Offerings Catalog – Page 19</p> <p>Gurnick Website https://www.gurnick.edu/programs/</p>

CONSUMER INFORMATION DISCLOSURES

	Program Information Catalog – Page 175
Accreditation & Approvals	Accreditation, Approval, Recognition, Membership Catalog – Page 20
Services for Students with Disabilities	Accessibility for Disabled Students Catalog – Page 145 Disability Accommodation & Grievance Policy Catalog – Page 147
Net Price Calculator	Gurnick Website https://www.gurnick.edu/npc/index.html
Transfer of Credits Policy	Advanced Placement & Credit Granting Catalog – Page 79
Copyright Information	Copyright Catalog – Page 142
Textbook Information	Electronic Books Catalog – 152 Available Upon Request from Admission Advisor
Fire Inspection Report	Available Upon Request from Campus Director
Voter Registration Form Availability	Gurnick Website https://www.gurnick.edu/disclosures/ In the State of California, you must register to vote 15 days prior to the election. Please use this website: https://www.sos.ca.gov/elections/voter-registration/
Student Body Diversity	Gurnick Website https://www.gurnick.edu/wp-content/uploads/student-body-diversity-at-gurnick-academy-of-medical-arts.pdf
HEALTH AND SAFETY	
Vaccination Policy	Immunization Requirements Catalog – Page 77
Drug Free Program	Drug-Free Policy Catalog – Page 129
Campus Security Policy and Crime Statistics	Gurnick Website https://www.gurnick.edu/wp-content/uploads/Annual-Security-Report.pdf
INSTITUTIONAL OUTCOMES	
Completion Rate, Graduation Rate, Licensure Pass Rates, and Placement Rate	Bureau For Private Postsecondary Education (BPPE) School Performance Fact Sheets San Jose Campus - https://www.gurnick.edu/disclosures/ <ul style="list-style-type: none"> • Associate of Occupational Science in Cardiac Ultrasound Technology • Associate of Occupational Science in Ultrasound Technology • Associate of Occupational Science in Vascular Ultrasound Technology • Associate of Science in Magnetic Resonance Imaging • Associate of Science in Physical Therapist Assistant

CONSUMER INFORMATION DISCLOSURES

	<ul style="list-style-type: none"> • Vocational Nurse <p>Concord Campus - https://www.gurnick.edu/disclosures/</p> <ul style="list-style-type: none"> • Associate of Science in Nuclear Medicine Technology • Associate of Science in Radiologic Technology • Bachelor of Science in Diagnostic Medical Imaging • Bachelor of Science in Nursing • Master of Science in Nursing • Medical Assistant • Vocational Nurse • X-Ray Technician with Medical Assistant Skills <p>Fresno Campus - https://www.gurnick.edu/disclosures/</p> <ul style="list-style-type: none"> • Associate of Science in Nursing • Associate of Science in Physical Therapist Assistant • Associate of Science in Ultrasound Technology • Associate of Science in Vocational Nursing • Medical Assistant • Vocational Nurse <p>Modesto Campus - https://www.gurnick.edu/disclosures/</p> <ul style="list-style-type: none"> • Associate of Occupational Science in Respiratory Care • Associate of Science in Magnetic Resonance Imaging • Dental Assistant • Medical Assistant • Vocational Nurse <p>Sacramento Campus - https://www.gurnick.edu/disclosures/</p> <ul style="list-style-type: none"> • Associate of Occupational Science in Cardiac Ultrasound Technology • Associate of Occupational Science in Ultrasound Technology • Associate of Science in Magnetic Resonance Imaging • Associate of Science in Radiologic Technology • Bone Densitometry Technician • Vocational Nurse • X-Ray Technician with Medical Assistant Skills <p>Van Nuys Campus - https://www.gurnick.edu/disclosures/</p> <ul style="list-style-type: none"> • Associate of Occupational Science in Radiologic Technology • Bachelor of Science in Radiation Therapy • X-Ray Technician with Medical Assistant Skills
Retention Rate	<p>Gurnick Website</p> <p>https://www.gurnick.edu/wp-content/uploads/student-body-diversity-at-gurnick-academy-of-medical-arts.pdf</p>

CONSUMER INFORMATION DISCLOSURES

Cohort Default Rates	<p>Gurnick Academy's most recent three year cohort default rate, as reported by the U.S. Department of Education, is 0%.</p> <p>https://fsapartners.ed.gov/knowledge-center/topics/default-management/official-cohort-default-rates-schools</p>
OTHER	
FERPA Information	<p>Student's Right to Privacy Catalog – Page 117</p> <p>Gurnick Website https://www.gurnick.edu/wp-content/uploads/FERPA-Notification-of-Rights.pdf</p> <p>FERPA Release Form https://www.gurnick.edu/wp-content/uploads/FERPA-Release-Form.pdf</p>
College Navigator Website	https://nces.ed.gov/collegenavigator/?q=Gurnick+Academy&s=all&id=459213
MARKETING MATERIALS	
Social Media	<p>Facebook – Institutional: https://www.facebook.com/GurnickAcademy/</p> <p>Pinterest: https://www.pinterest.com/gurnickacademy/</p> <p>LinkedIn: https://www.linkedin.com/school/361158</p> <p>YouTube: https://www.youtube.com/user/gurnickacademy</p> <p>Instagram: https://www.instagram.com/gurnickacademy/</p>
Brochures	<p>Gurnick Website - Disclosures https://www.gurnick.edu/disclosures/</p>

* The information may be updated at any time. Please refer to the [catalog addendum](#) for the latest information.



CONSUMER INFORMATION DISCLOSURES