*** DRAFT - NOT YET FILED ***

3332-1-25 **School closures.**

(A) A school that is unable to continue business operations, whether as the result of a business failure or otherwise, shall contact the board prior to the school's closure and develop and arrange an adequate teach-out plan for its students. Such plans must be submitted to the state board in writing prior to the school's closure.

(1) The teach-out plan will consist of but is not limited to the following:

(a) Identification of the school's official date of closure; and

(b) A listing by program of students enrolled at the time of the school's closure including home addresses, telephone numbers, email address,~~social security numbers~~ and estimated graduation dates for each student; and

(c) The status of all current refunds due and balances owed; and

(d) A listing of those students who had prepaid for any portion of their training and a calculation of the total amount which was prepaid by each student; and

(e) A signed agreement with one or more local educational institutions able to provide adequate education to all students in all programs; and

(f) Procedures for awarding graduates their certificates, diplomas, or degrees.

(B) A school operating under the provisions of this rule shall, prior to the discontinuance of such school, make adequate arrangements for the safekeeping of all academic and financial records of its former students and the arrangements must be approved by the executive director.

(C) The board, at its discretion, may direct a registered school to provide a formal teach-out plan if the board has reason to believe the school may cease operations prior to students' completing their objectives.

(D) The closing of a school without invoking the procedures set forth in this rule will subject the holder of the certificate of registration to disciplinary action in accordance with the board's authority under section 3332.09 of the Revised Code.