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Skin Care Specialist
6 months
600 clock hours

Changes to Page 6

STATEMENT OF LEGAL CONTROL & BOARD OF DIRECTORS

Florida Career College is owned and controlled by Education Training Corporation, a Florida Corporation. The officers of the corporation are, David Knobel, President / Chief Executive Officer, and Jeffrey Pierne, Chief Financial Officer.

Changes to Page 11

The Clinical Skin Care program is no longer accepting enrollments after the June 27, 2011 enrollment start.

The following program will replace the Clinical Skin Care program for enrollments effective for the August 22, 2011 enrollment start.

**Skin Care Specialist
Diploma Program
6 months – 600 clock hours**

The objective of the Skin Care Specialist program is to provide foundational knowledge of technical and theoretical concepts in areas of skin care. The program is designed to prepare students to pursue entry-level employment as Skin Care Specialists in different settings including salons or spas in hotels, resorts, cruise lines, theater and film. The Skin Care Specialist program curriculum includes training to develop a wide range of skills including facials, facial massage, airbrush makeup, body wrapping, hair removal techniques, chemical peels, and microdermabrasion. The program will also include elements of business marketing and retail sales training. Students will write their own business plan and design their own product line.

Course number	Course name	Clock hours
SCS100	Facials	100
SCS105	Facial Equipment	100
SCS110	Makeup/Hair Removal	100
SCS115	Advanced Facial Techniques	100
SCS120	Advanced Makeup	100
SCS125	Spa Business and Treatments	100
TOTAL		600

Changes to Page 15

Definition of Program Prefixes

SCS –Skin Care Specialist

Page 20 – The following courses have been added

SCS100 • Facials

This provides instruction on the basic principles of creating a professional atmosphere prior to offering services. Students will be introduced to the proper procedures for performing a facial and a basic facial massage without the use of machines. Prerequisite: None. 100 clock hours.

SCS105 • Facial Equipment

This course instructs students regarding the different types of skin disorders that a skin care specialist needs to know. This course also provides instruction on the principles of proper decontamination to protect one self and for the safety of the public. Students will be instructed on the proper procedures for performing a facial using different modalities and facial equipment. Prerequisite: None. 100 clock hours.

SCS110 • Makeup and Hair Removal

During this course facial shapes are introduced, and the psychological aspects of the way we look are discussed. Students are instructed in elements of hair removal from the body and the proper application of day and evening makeup. Students are also instructed on lash and brow tinting and the application of eyelash extensions. Prerequisite: None. 100 clock hours.

SCS115 • Advanced Facial Techniques

This course provides instruction in a variety of more advanced techniques used in the skin care industry today, including chemical exfoliation and light therapy, as well as alternative procedures used to focus on balancing mind, body and spirit. Prerequisite: None. 100 clock hours.

SCS120 • Makeup Artistry

The Makeup Artistry course provides students with instruction in the art of airbrushing, spray tans, camouflage coverage, and theatrical applications. Students will be introduced to various skin care products and their ingredients. Students will be given opportunity to research different ingredients and design their own product lines. Prerequisite: None. 100 clock hours.

SCS125 • Spa Business and Treatments

This course provides instruction in different methods of body wrapping, scrubs, seaweed, and herbal wraps. Students are also instructed in more advanced massage techniques, such as reflexology, stone massage techniques for facials, as well as lymphatic drainage techniques. Prerequisite: None. 100 clock hours.

Changes to course prerequisites, pages 16-20

Course Number	Course Name	Program	Prerequisite(s) removed
HSA200	Health Information Technology and Management	Health Services Administration	All
CDA200	Cisco Networking Essentials	Networking/Internet Security	All
CDA215	Administering Windows Server	Networking/Internet Security	All
CDA216	Administering Windows Infrastructure	Networking/Internet Security	All
CDA210	Administering Windows XP Professional	Networking/Internet Security	All

CDA212	Remote and Wireless Networking	Networking/Internet Security	All
CDA217	Administering Windows Directory Services Infrastructure	Networking/Internet Security	All
CDA218	Managing a Windows Server Environment	Networking/Internet Security	All
CDA299	Managing Security in a Network Environment	Networking/Internet Security	All
MC1112	Diagnostic Coding	Billing and Coding	All
MC1122	Procedural Coding	Billing and Coding	All
MC1150	Coding Systems	Billing and Coding	All
MC1155	Coding Certification Review	Billing and Coding	MC1105 through MC1150
MT1170	Medical Assistant Certification Review	Medical Assistant	MT1100, MS1115, MT1115, MT1120
PCT100	Health Core Science with HIV Aids	Patient Care Technician	All
PCT120	Articulated Nursing Assistant	Patient Care Technician	All
PCT130	Advanced Home Health Aide with CPR Training	Patient Care Technician	All
PCT140	Patient Care Assistant	Patient Care Technician	All
PCT150	Phlebotomy and Hematology	Patient Care Technician	All
PCT160	Respiratory Therapy Aide	Patient Care Technician	All
PCT170	Radiology Aide	Patient Care Technician	All
PCT180	Geriatric Skills	Patient Care Technician	All
PCT200	Occupational Therapy Aide	Patient Care Technician	All
PCT250	Patient Care Technician Externship	Patient Care Technician	PCT100
SLS270	Sales Force Leadership	Professional Sales	SLS160

Changes for pages 21-22

Deleted Admission policy text for pages 21-22 for the following sections:

- General Admissions Requirements
- Re-Entry / Re-Enrolment
 - Re-Entry
 - Re-Enrollment
- Admission Affidavit Policy
- Proof Of Graduation And Verification Audits
- Ability To Benefit Admission Policies (ATB)
 - General Admission For ATB
- ATB Admission For Applicants Holding Unacceptable Proof of Graduation (POG) Credentials

- Re-Enrollment
- Re-Entry
- New Enrollment

New admissions policy text replacing the sections deleted on pages 21-22 is stated below:

General Admissions Requirements

Admissions representatives interview applicants on campus. During this interview, an admissions representative evaluates an applicant's history, career goals and potential for academic success. This interview also provides applicants with the opportunity to determine whether the programs of study meet their individual objectives.

1. An applicant to the College must:

- a. Possess a standard high school diploma, or
- b. Possess a General Education Development (GED) certificate, or
- c. Possess a Home Study certificate or transcript from a Home Study program that is equivalent to high school level and is recognized by the student's home state*, or
- d. Be a high school senior eligible to apply and upon graduation submit proof of high school graduation, or
- e. Be beyond the age of compulsory school attendance and demonstrate the Ability to Benefit (ATB) from the training by passing an independently administered test approved by the U.S. Department of Education. ATB is not generally available for degree level programs.**

All applicants must also meet and/or complete any specific programmatic admissions requirements, if applicable.

*All Home Study certificates are evaluated by the College prior to starting class.

**Ability to Benefit admission is available on a limited basis. Students who are admitted to the College as ATB will be required to attend academic advising throughout their program.

The College currently utilizes the U.S. Department of Education approved Wonderlic Basic Skills Test for ATB Testing. In accordance with Federal Regulations, only an independent third party may administer this test. Applicants must score a minimum of Verbal 200 and Quantitative 210 in order to meet this admissions requirement. Students who are admitted under the ATB provisions are not permitted to enroll into academic degree program(s) for general admission purposes.

Please refer to the ATB policies in this Catalog for specific information on ATB admissions.

Prospective students complete and sign an enrollment application and provide photo identification. The Campus Executive Director reviews the application and notifies the applicant of acceptance within approximately two weeks.

No person shall be excluded from participation in Florida Career College or be subject to any form of discrimination because of race, color, sex, national origin, religion, age, or disability.

RE-ENTRY / RE-ENROLMENT

Re-entry

Former students who did not complete their program of study and who voluntarily interrupted their education may apply for re-admission. Students may be required to attend a Re-entry Hearing before being allowed back into school. If there is an outstanding balance owed by the student, they may be required to pay a percentage of that amount before re-admission to the College.

Former students who did not complete their program of study and who were withdrawn by the College may be eligible for re-entry. Students withdrawn from the College for failure to meet Satisfactory Academic Progress (SAP) and who desire to re-enter into the same program of study, may do so for a limited period of time, and will have to pay cash for their tuition and fees. These students will be placed on academic and/or financial aid probation and will not be allowed to continue if they do not meet the SAP requirements within the allotted time.

However, students withdrawn from the College for failure to meet SAP may re-enter into a different program of study, in accordance with the Program Transfer policies outlined in this Catalog. Students withdrawn from the College due to failure to meet their financial obligations may be eligible for re-entry if they pay a percentage of their past due balance.

All re-entering students must complete a new Enrollment Agreement and will be charged tuition and fees in accordance with the new Enrollment Agreement. Additionally, re-entry students must meet all admissions requirements in place at the time they apply for re-entry.

Re-enrollment

Graduates of Florida Career College may re-enroll in a new program of study, if they meet the admissions requirements in effect at the time of application. Re-enrolling students must complete a new Enrollment Agreement and will be charged tuition and fees in accordance with new Enrollment Agreement. If there is an outstanding balance owed by the student, they may be required to pay a percentage of that amount before they are permitted to re-enroll at the College.

ADMISSION AFFIDAVIT POLICY

Applicants to the College will be required to complete and sign the Admission Affidavit ("Affidavit"). The Affidavit will require the applicant to state the full name and location of the high school or GED center where they received their credential.

If the high school provided on the Affidavit is deemed unacceptable by the College, the applicant will not be accepted with that credential. For GED students, only state authorized GED testing centers are acceptable. GED certificates earned from online programs are not acceptable.

Students may appeal a decision made regarding acceptance of their credential for enrollment by submitting a written request for review to the Executive Director at the campus, which will then be forwarded to the Central Office Compliance Department for review and final determination.

PROOF OF GRADUATION AND VERIFICATION AUDITS

Applicants must attest to high school graduation, or an equivalent credential as part of the admission process. After enrollment, a student may be selected for verification by the College, which requires the student to provide Proof of Graduation (POG) in the form of a transcript or diploma from the institution where they received their credential. Students will be required to provide this POG within 30 days of the date on verification letter sent by the College. If a student cannot provide acceptable POG within 30 days, the student's enrollment at the College will be cancelled. The College reserves the right to request POG at any time.

In addition, students must attest to their high school credential by listing it on their Free Application for Financial Aid (FAFSA) each time they apply for Financial Aid. Students are advised that if, for any reason, the student is selected for verification by the U.S. Department of Education and the student is found to be ineligible for federal financial aid, as a result of their high school credential or any other reason, the student will be required to make alternative funding arrangements to finance their education, before the beginning of the next scheduled module, in order to continue attendance at the College.

The College may be required to refund all Title IV aid previously received as a result of an unacceptable high school credential. If this should occur, the student would be obligated to refund any of the funds they received personally as a result of any Title IV disbursement to the school.

ABILITY TO BENEFIT ADMISSION POLICIES (ATB)

General Admission for ATB

Select campus locations accept ATB enrollments for General Admission. General Admission is when there is no limit on the number of admissions permitted into the diploma programs at a specific campus location. At these locations, any applicant may take the ATB test for admission to a diploma level program.

Students who are admitted as ATB enrollments to a diploma program at FCC under this policy, or who enrolled as an ATB student at another institution, will not be permitted to continue on, or initially enroll in, a degree level program, unless:

- (1) they obtain a GED certificate prior to enrolling in an FCC degree program, or

(2) they have already completed a diploma or degree program at FCC, or another institution accredited by a U.S. DOE or CHEA recognized accrediting agency.

ATB ADMISSION FOR APLICANTS HOLDING UNACCEPTABLE PROOF OF GRADUATION (POG)

CREDENTIALS

Re-Enrollment

This policy applies only to applicants who have graduated from an FCC program and who were previously enrolled at FCC with Proof of Graduation or an Admission Affidavit identifying a school deemed acceptable at the time of the student's original enrollment.

If an applicant meeting these requirements holds a high school credential deemed an unacceptable POG at the time of re-enrollment, the applicant will be required to take and pass the ATB test for admission to a new program. The applicant may use the ATB test to enroll in either a diploma or degree level program. Alternatively, the student may provide an acceptable GED credential prior to starting classes.

Re-Entry

This policy applies only to applicants who have withdrawn from a program of study at FCC, are applying to re-enter into the same program of study for which they originally enrolled, and who were previously enrolled at FCC with Proof of Graduation or an Admission Affidavit identifying a school deemed acceptable at the time of the student's original enrollment.

If an applicant meeting these requirements holds a high school credential deemed unacceptable at the time they apply for re-entry, the applicant will be required to take and pass the ATB test for re-entry into the program in which they were previously enrolled. The program may be either a diploma or degree level program. A student re-entering may also be required to meet any new admissions requirements in place at the time of application for re-entry.

A re-entry student holding a high school credential deemed unacceptable at the time of application for re-entry may also apply to re-enter into a program of study other than the program they were previously enrolled in, The student will be required to take and pass the ATB exam to be admitted to the new program, and meet any other program specific admissions requirements. However, the new program selected for re-entry in this instance may not be a program that awards a credential that is more advanced than the one that would have been earned in the program the student was previously enrolled in. Alternatively, the student may provide an acceptable GED credential prior to starting classes.

New Enrollments

A New Enrollment is an applicant who has not previously signed an enrollment agreement for any program at any FCC campus. If an applicant meeting these requirements holds a high school credential deemed unacceptable at the time of enrollment, the applicant may take the ATB test for admission to a diploma level program, unless the program or program version prohibits ATB admission.

New enrollments may use ATB to enroll in a degree level program only if they have already completed another diploma or degree program at another institution accredited by a U.S. DOE or CHEA recognized accrediting agency.

At campuses where ATB is not generally available for admission, a limited number of applicants will be enrolled who have taken and passed the ATB test under this policy prior to each class start.

Applicants admitted under this ATB policy are required to participate in both orientation and the first day of class, or they may not be permitted to continue in the program. All applicants admitted under this policy, regardless of previous education, will be required to attend ATB counseling.

End of new text for pages 21-22

Changes to Page 25

No longer available as of 7/1/11 – Academic Competitiveness Grant

3. Academic Competitiveness Grant (ACG). ACG is a need-based grant awarded to U.S. Citizens and Residents enrolled at least half time, who have completed a Rigorous High School Program of Study after January 1, 2006. Students can call 1-800-443-3243 to pre-qualify. ACG awards are up to \$750.00 for the first academic year and \$1,300.00 for the second academic year and do not have to be repaid. Contact the Financial Aid Department for more information.

4. Subsidized Federal Student Loans

Direct Subsidized Stafford Loans are awarded on the basis of financial need and require attendance of at least half-time each quarter in order to be eligible for the loan. Students will not be charged any interest until their loan enters repayment or during authorized periods of deferment. The federal government subsidizes the interest during these periods. The maximum interest rate on the Federal Subsidized loan is 5.6%, effective July 1, 2009. The interest is adjusted annually based on the Federal Treasury Bill on July 1st of each year. Effective July 1, 2010 the rate was 4.5%. Effective July 1, 2011 the rate will be 3.4%. Students will be notified by the Federal Department of Education and/or their loan servicer of interest rate changes throughout the life of their loan. Students will pay a fee of up to 1.5% of the loan amount; these fees are deducted proportionately from each disbursement of their loan. Students must begin repaying these loans six months after they graduate, withdraw from College, or drop below half-time enrollment. Entrance and exit interview are required of all Federal Direct Stafford Loan borrowers.

5. Unsubsidized Federal Student Loans

Direct Unsubsidized Stafford Loans are not awarded on the basis of financial need and requires attendance of at least half time each quarter to be eligible for the loan. Students will be charged interest from the time the loan is disbursed until it is paid in full. The maximum interest rate on the unsubsidized loan is 6.8%, effective July 1, 2009. The interest rate is adjusted annually based on the Federal Treasury Bill on July 1st of each year. Effective July 1, 2010 the rate was 6.8%. Effective July 1, 2011 the rate will remain 6.8%. Students will be notified by the Federal Department of Education and/or their loan servicer of interest rate changes throughout the life of their loan. Students will pay a fee of up to 1.5% of the loan amount; these fees are deducted proportionately from each disbursement of their loan. Students must begin repaying these loans six months after they graduate, withdraw from school, or drop below half-time enrollment. All Federal Direct Stafford Loan borrowers are required to attend entrance and exit interviews.

6. Federal Student Plus Loans

Direct PLUS Loans enable parents with good credit history to borrow funds to pay for educational expenses of each child who is determined to be a dependent undergraduate student enrolled at least half-time. Most of the benefits to parent borrowers are identical in the Direct programs. The maximum interest rate on the PLUS loan was 8.5%, effective July 1, 2009. The interest rate is adjusted annually based on the Federal Treasury Bill on July 1st of each year. Effective July 1, 2010 the rate will be 7.9%. Effective July 1, 2011 the rate will remain 7.9%. Interest is charged on the loan from the date the first disbursement is made until the loan is paid in full. Parents will pay a fee of up to 4% of the loan amount; this fee is deducted proportionately each time a disbursement is made. The loan will go in to repayment 60 days after the final loan disbursement for the academic year. There is no grace period for these loans, but parents can contact the Department of Education and/or loan servicer to request that payments be deferred while the student is in school.

Changes to Pages 31-32

STUDENT COMPLAINT/GRIEVANCE PROCEDURE/DUE PROCESS

7. The student will be notified of the Academic Dean's decision regarding the grievance within five (5) business days of receipt of the grievance.

10. The student will be notified of the Campus Executive Director's decision regarding the grievance within five (5) business days of receipt of the grievance.

11. If the student continues to feel that the issue remains unresolved after being notified of the Campus Executive Director's decision, the student may submit their concern in writing to the Vice President of Education at the College's Central Office.

12. The Central Office Vice President of Education will review the submitted material and may schedule a personal interview with the student and/or any staff or faculty involved in the situation. Interviews may be conducted in person or over the phone.

14. The student will be informed of any decision within in five (5) business days of receipt of the grievance.

Changes to Page 30

DRUG ABUSE AND AWARENESS POLICY

Policy

Florida Career College prohibits the manufacture, unlawful possession, sale, purchase, delivery, use, manufacture or distribution of illicit drugs, controlled substances and alcohol by students and employees on its property and at any College activity. Furthermore, students and employees shall not unlawfully possess, sell, purchase, deliver, use, manufacture, be under the influence of, or distribute illegal drugs or controlled substances while present at any Florida Career College campus, while attending any College program-related externship or off-campus activity, while in attendance at any College-sponsored event, or while conducting authorized College business. Any violation of this policy will result in appropriate disciplinary actions, up to and including expulsion (in the case of students) and termination (in the case of employees), even for a first offense. Where it is apparent that a violation of the law has occurred, the appropriate law enforcement authorities will be notified. Possession and/or use of controlled substances shall only be permitted if such is authorized by law and pursuant to a current medical prescription.

Additions to Page 34

COPYRIGHT INFRINGEMENT POLICY

Purpose

The Higher Education Opportunity Act (“HEOA”) requires that academic institutions make an annual disclosure to their students communicating information related to copyright infringement and unauthorized peer-to-peer (“P2P”) file sharing, as well as the institution’s policy pertaining to violations of copyright law. The purpose of this Policy is to inform the Florida Career College (“FCC” or “College”) community about copyright infringement, including illegal file sharing, and outline FCC’s actions to deter and combat violations of copyright law on the FCC network.

This Policy provides that each user of FCC’s network, including students, faculty, and staff, is responsible for using electronic materials in compliance with federal and state copyright laws, licensing restrictions, and the College’s policies regarding appropriate use of information technology.

Definitions

Copyright is the ownership and control of the intellectual property in original works of authorship which are subject to copyright law. Copyright law provides protections to creators of works against the unauthorized duplication and distribution of their works. 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).

Peer-to-Peer file-sharing applications enable users (“peers”) to connect directly to other users to share music, movies and other digital files. There are legitimate uses to this type of software. However, unauthorized downloading, sharing, or distribution of copyrighted works constitutes infringement, is illegal, and may result in civil and criminal penalties.

For more information regarding copyright law and related matters, please refer to Title 17 of the United States Code, available at www.copyright.gov/title17/index.html, and the website of the United States Copyright Office: www.copyright.gov.

FCC’s Deterrents and Sanctions

FCC uses a range of technology-based deterrents to detect and prevent illegal sharing of copyrighted works on our network. The deterrents include various methods to shape bandwidth and filter unwanted traffic, including Intrusion Detection System.

In addition, the number of simultaneous traffic flows from our wireless networks is monitored and may be limited, if it is deemed necessary. When excessive use of the bandwidth is detected, the investigation may be further conducted to determine if the bandwidth consumption complies with the College’s policies and does not involve unauthorized file sharing of copyrighted content.

Furthermore, the College’s Information Technology Department staff is periodically trained to enhance awareness of possible copyright infringement issues and to monitor the network to ensure the user’s compliance with the FCC’s Copyright Policy.

FCC may be legally obligated by the Digital Millennium Copyright Act of 1998 to respond to subpoenas for the identification of an alleged infringer from copyright owners.

The violators of copyright laws and this Policy may be subject to penalties that range from sanctions imposed by the College to civil and criminal penalties, as per federal copyright laws. The College's sanctions for copyright violations vary, depending on the nature of the violation, and may range from a formal warning to other sanctions including termination, as appropriate to the circumstances.

The College's Vice President of the Information Technology Department will undertake a periodic review to assure the effectiveness of our technical deterrents, as well as to assess the impact of our efforts to combat illegal file sharing on FCC's network.

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

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. For details, see Title 17, United States Code, Sections 504, 505.

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.

Legal Alternatives

Students, faculty, and staff are encouraged to obtain digital materials in a legal manner from a variety of legitimate sources. There are numerous legal alternatives which offer legal access to digital files at little or no cost. Some of the sources include:

- iTunes
- Netflix
- Amazon.com
- Pandora.com
- EDUCAUSE provides a list of legal media sources available at:
<http://www.educause.edu/legalcontent>

Changes to Pages 37-38

STANDARDS OF SATISFACTORY ACADEMIC PROGRESS (SAP)

**Students not meeting the SAP standards at this point do not have to be dismissed; Academic probation is required.

*Students not meeting the SAP standards are not eligible for financial aid and must be dismissed from their program, unless the student wishes to continue without being eligible for Federal Financial Aid. Please see the Extended Enrollment section of this Catalog for more information. Students can submit an appeal to the Academic Dean based on the death of a relative, injury or illness of the student, or other special circumstances. The appeal should include information regarding why the student failed and what has changed in the student's situation that will enable them to meet SAP at the next evaluation point. Appeals must be submitted prior to the end of the drop/add period of the subsequent module. If the appeal is approved, the student will be given an academic plan and placed on Financial Aid Probation.

Students may repeat classes to improve their GPA and can receive Federal Financial Aid only once for any course that was previously completed with a passing grade or for which they already received a diploma in their program.

A SAP report is generated each module for active students. Students will be evaluated according to the standards of SAP stated above within the allotted time frame.

Changes to Page 39

RETURN OF TITLE IV PROGRAM FUNDS (Except Clock hour programs)

When a withdrawing student has been awarded Federal Financial Aid, those funds are subject to federal regulations and the Return of Funds Guidelines by the U.S. Department of Education. The Federal Student Aid earned for the term is based on the percentage of completion for the quarter. For example, if

a student completes 30 percent of the quarter, the student earns thirty (30) percent of the Federal Student Aid awarded for the quarter. Seventy (70) percent of the aid awarded for the quarter is considered unearned. The College will return that portion of the Federal Student Aid received, which exceeds thirty (30) percent of the amount earned. Once the student has completed 60 percent of the quarter , the student earns hundred (100) percent of all aid awarded for the quarter.

Clock hour program students should refer to their Handbook and Enrollment Agreement for details governing the Return of Title IV program funds.

After calculations are made, students will be invoiced for any unpaid balance on the student's account, and the student will be responsible to remit payment to the College for this unpaid balance. All unpaid balances are subject to State and Federal allowable interest charges, late fees, and collection fees.

Change to Pages 38-39

Refund Policy for clock hour programs.

Changes to Page 40

APPEAL PROCESS

Students may appeal decisions regarding externship issues in accordance with the following procedure.

- The student must petition the College in writing.
- The petition must include steps that will be taken by the student to improve their academic standing with the College.
- The petition must be addressed and delivered to the Academic Dean.
- All petitions will be reviewed by the College administration; the student will receive a response within five business days.



CLEARWATER CAMPUS

Administration and Faculty

ADMINISTRATION
SAMUEL HUTKIN Executive Director
RAUL LEMUS Director of Admissions
YUDI NIN Director of Financial Aid
WANDA STRAYHAN Academic Dean
TERRI STANLEY Externship Coordinator

FULL-TIME FACULTY

SCHOOL OF COSMETOLOGY		
Sherry McTernan	Facial Specialist	Elite Academy
SCHOOL OF ALLIED HEALTH		
Laurie Dennis	Certificate Accounting	Erwin Technical Institute
	Certified Billing & Coding Specialist	National Healthcare Association
	Enrolled AAS Healthcare Administration	University of Phoenix
William Clay	M.D./ Bachelor of Arts	Central East University
SCHOOL OF INFORMATION TECHNOLOGY		
Ivan Serrano	B.S. Electrical Engineering	University of Central Florida
	Associates Degree	Indian River Community College

ADJUNCT FACULTY

SCHOOL OF COSMETOLOGY		
Elaine Talmage	Diploma Facial Specialist	Lorraine's Academy
	Certificate Advance Face Massage	
Deianna Prada	Diploma Facial Specialist	Bene's International School of Beauty
	Cosmetology	Pasco Hernando Community College
SCHOOL OF ALLIED HEALTH		
Zia Khan	B.S. Computer Engineering	University of South Florida
	Certified Clinical Medical Assistant	National Healthcare Association
	Certified Billing & Coding Specialist	

Gerardo Bustos	MD General Medicine	University of Cauca, Colombia
	AS Medical Assisting	DVS College – Los Angeles, CA
Sonja Noeson	Registered Nurse	The College of St. Scholastica
Jenny Pate	Registered Nurse	St Petersburg College
Christina Thomas	AS Medical Insurance Billing and Coding	Everest University
Alicia Stepniewski	BS Health Administration	University of Phoenix
	AA General Education	St Petersburg College
	Diploma Medical Assistant	Remington College
SCHOOL OF INFORMATION TECHNOLOGY		
Randy Glass	MBA Business	Hawaii Pacific University
	BS Public Administration	
	SA	

END OF ADDENDUM

Information regarding placement and completion rates, tuition and fees, and other important information can be found at www.careercollege.edu/consumer-disclosure/ in accordance with 34 C.F.R. 668.6.

