



STATE BOARD OF CAREER COLLEGES AND SCHOOLS

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Proposed Rule Change Notification

December 18, 2020

The State Board of Career Colleges and Schools ("Board") is in the process of revising fifteen (15) of the Board's administrative rules. In accordance with the requirements of the Common Sense Initiative (CSI) established under Ohio Revised Code section 107.61, the Board is requesting public comments on the proposed changes to the administrative rules. CSI was established to create a regulatory framework that promotes economic development, is transparent and responsive to regulated businesses, makes compliance as easy as possible, and provides predictability for businesses.

Copies of the proposed rules as well as a copy of the Board's Business Impact Analysis (BIA) can be found on the Board's web site at: <https://scr.ohio.gov/LawsRules.aspx>

Comments on the rules may be submitted to: john.ware@scr.state.oh.us

Please also forward a copy of your comments to: CSIPublicComments@governor.ohio.gov

The comment period for these rules ends on January 25, 2021

Summary of Proposed Rule Changes

3332-1-01 Authority for rule adoption

This rule addresses the Board's authority for adopting administrative rules. No changes are being proposed to this rule.

3332-1-04.3 Change of school ownership

This regulation addresses the process for a school change of ownership. Clarifications are being made to the change of ownership process including raising the threshold from owner identification form 5% ownership interest to 10% ownership interest and clarifying the time period for schools to submit notification of ownership changes.

3332-1-04.5 Suspension or revocation of certificate of registration

This rule addresses the reasons for suspending or revoking a certificate of registration. No changes are being proposed to this rule.

3332-1-06 Distance Education Programs

This regulation addresses the policies for approval of distance education programs. Language is being added to the rule to address distance education training for faculty. In addition new language is also being added to establish procedures for approving distance education programs during a pandemic or other emergency.

3332-1-09 Student enrollment policies and practices

This regulation addresses policies and practices for student enrollment in a program. Several changes are being made to the rule to clarify the practice of revising enrollment agreements as well as the process for providing student's information about financial aid available at a school.

3332-1-10 Tuition and Fees

This regulation addresses standards for collecting and refunding tuition and fees. Changes are being made to the rule to incorporate provisions for granting students military leaves of absence. In addition, language is being added to the rule to address school policies on the matriculation and graduation of students who owe tuition or fees and policies related to obtaining student records from closed schools.

3332-1-11 Scholarships and institutional grants

This rule addresses the approval process for institutional school scholarships and grants. No changes are being proposed to this rule.

3332-1-12.1 Recruitment and solicitation of students

This rule addresses the general requirements for who can recruit students and the locations where recruitment cannot take place. No changes are being proposed to this rule.

3332-1-14 Student surveys

This regulation addresses the process of surveying students. A few minor clarifications are being made to the rule.

3332-1-18 Complaint procedures

This regulation addresses the process of investigating complaints. A few minor clarifications are being made to the rule.

3332-1-19 Student tuition recovery fund

This rule addresses the student tuition recovery fund. No changes are being proposed to this rule.

3332-1-20 Penalties

This rule addresses the penalties for violating administrative rules or chapter 3332 of the Revised Code. No changes are being proposed to this rule.

3332-1-21 Board meetings

This regulation addresses the procedures for notification about Board meetings. A few minor clarifications are being made to the rule including information about electronic notification about meeting information.

3332-1-22 Fees for certificate of registration and program authorization

This regulation addresses the fees charged for certificates of registration and program authorization. Fees for certificates of authorization are being increased between \$50-\$200 per year based upon the size of the school. Fees for program authorization are also being increased by \$50 per year. This is the first fee increase since 2003.

3332-1-26 Off-campus learning centers

This regulation defines off-campus learning centers and sets forth the requirements for approval. Clarifications are being made to the rule to address confusion about main campuses and off-site learning centers. In addition, the rule clarifies the approval process for learning centers.