School Director Training Seminar
Agenda

October 15, 2020

****This Meeting will be held via Video Conference****
Further Details about accessing the Video Conference will be provided to schools prior to the meeting.

10:00 - 10:10  SBCCS Director Training Introduction

10:10 - 10:30  Part I: Registration and Renewal Procedures
   - General Procedures and Edvera System
   - Certificates of Registration (New/Renewal/Learning Centers)
     -Rules 3332-1-04, 3332-1-044, 3332-1-26
   - Fees -Rules 3332-1-22, 3332-1-22.1
   - Consultant Site Visits
   - Change of Address, School Name or Ownership
     -Rules 3332-1-041, 3332-1-042, 3332-1-043

10:30 - 10:55  Part II: General School Administration
   - School Catalog and Enrollment Agreements
     -Rules 3332-1-08 and 3332-1-09
   - Student Records -Rule 3332-1-08
   - School Directors and Staff, Continuing Education
     -Rule 3332-1-08
   - Tuition, Fees, Scholarships, Tuition Refunds
     -Rules 3332-1-10, 3332-1-101, 3332-1-11
   - Surety Bonds -Rule 3332-1-13
   - Student Surveys -Rule 3332-1-14
   - Graduation and Placement -Rule 3332-1-24
   - Annual Report - Rule 3332-1-23

10:55 - 11:00  Break
11:00 - 11:20  Part III: Program Standards

- General Program Standards - Rules 3332-1-15, 3332-1-16
- Certificate and Diploma Program Standards - Rules 3332-1-15, 3332-1-16
- Degree Program Standards - Rules 3332-1-15, 3332-1-16
- Program Changes/Modifications - Rules 3332-1-16
- Distance Learning - Rule 3332-1-06

11:20 - 11:40  Part IV: Student Recruiting, Solicitation and Admissions

- Admissions Representatives (Agents) - Rules 3332-1-17, 3332-1-17.1
- Advertising - Rule 3332-1-12
- Recruiting and Solicitation - Rules 3332-1-121, 3332-1-17.2
- Student Enrollment Process, Student Disclosure Course - Rule 3332-1-09

11:40 - 12:00  Part V: School Compliance, Complaints and Disciplinary Action

- Common School Compliance Issues
- Resolution of Complaints - Rule 3332-1-18
- Disciplinary Process - Ohio Revised Code Sections 3332.09, 3332.091
- School Closures and Student Tuition Recovery Fund - Rules 3332-1-19, 3332-1-25