Paul Mitchell The School Schenectady

RE-ENTRY STUDENTS

If a withdrawn student wishes to re-enter their program, they start the process by contacting the school's admission advisor.

Students who are withdrawn may re-enroll after 7 days if approved by the Director. The student will be charged a $55.00 re-entry fee, unless a re-enrollment agreement was signed at the time of withdrawal. Both fees must be paid prior to re-entry and cannot be paid with federal financial aid.

Students who are approved to re-enter the program within 180 days of their last date of attendance must comply with the following requirements:

- Pay all outstanding tuition, fees, and overtime expenses or make satisfactory payment arrangements with the Financial Services Advisor. Please note, overtime expenses cannot be paid with federal financial aid.
- Previous tuition payments will be credited to the student's balance based upon the original contracted cost for the course.
- Pay the $55.00 re-entry fee (unless a re-enrollment agreement was signed prior to withdrawing).
- Re-entry students with less than 100% attendance at the time they withdrew will have 60 calendar days to raise their attendance to meet institutional attendance requirements.

Students who are approved to re-enter the program after 180 days of their last date of attendance must comply with the following requirements:

- Pay all outstanding tuition, fees, and overtime expenses or make satisfactory payment arrangements with the Financial Services Advisor. Please note, overtime expenses cannot be paid with federal financial aid.
- Tuition will be assessed at the current hourly rate.
- If a re-entering student has previously used all their excused absences provided under their original enrollment agreement, the student will not receive any additional time for excused absences under the new re-enrollment agreement.
- Students are required to purchase a kit if their current kit is not complete. Any missing kit items must be purchased.
- Pay the $55.00 re-entry fee and submit a new application for admission.
- Students who re-enter after 180 days must write an re-entry essay that demonstrates their commitment to completing the program.

The decision to allow a student to re-enter a program is at the sole discretion of Paul Mitchell The School Schenectady. Students will be notified in writing of the outcome of their request to re-enter the program.

Students who re-enter the program are placed in the same Satisfactory Academic Progress standing as when they left the school.

Members of the U.S. Armed Forces, including the reserve components of the National Guard, will be readmitted to their former program if they notify the admission team that the reason for their withdrawal is their service in the Armed Forces. Paul Mitchell The School Schenectady will make every reasonable attempt to accommodate services members who request an absence due to their service. Members of the U.S. Armed Forces will not be assessed the $55.00 re-entry fee.