



July 2, 2013

Mrs. Kenyetta Goshen  
President  
Central School of Practical Nursing  
1330 North Military Highway  
Norfolk, VA 23502-2230

*Overnight Mail, Tracking #*  
1Z A54 67Y 01 9278 9677

**RE: Final Program Review Determination**  
**OPE ID: 02128700**  
**PRCN: 201310328146**

Dear Mrs. Goshen:

The U.S. Department of Education's (Department's) School Participation Team - Philadelphia issued a program review report on May 31, 2013 covering Central School of Practical Nursing's (Central) administration of programs authorized pursuant to Title IV of the Higher Education Act of 1965, as amended, 20 U.S.C. §§ 1070 et seq. (Title IV, HEA programs), for the 2011-2012 award years. The institution's final response was received on July 1, 2013.

The School Participation Team - Philadelphia has reviewed Central's response(s) to the Program Review Report. A copy of the program review report (and related attachments) and Central's response are attached. Any supporting documentation submitted with the response is being retained by the Department and is available for inspection by Central upon request. Additionally, this Final Program Review Determination (FPRD), related attachments, and any supporting documentation may be subject to release under the Freedom of Information Act (FOIA) and can be provided to other oversight entities after this FPRD is issued.

Central's response(s) has(ve) resolved all findings. In addition, Central has provided assurances that the appropriate corrective actions have been taken to resolve and prevent future occurrences of all findings. Therefore, Central may consider the program review closed with no further action required.

Program records relating to the period covered by this program review must be retained until the later of: the resolution of the loan(s), claim(s) or expenditure(s) questioned in the program review [34 C.F.R. § 668.24(e)(3)(i)] or the end of the retention period applicable to the record [34 C.F.R. § 668.24(e)(1) and (e)(2)].

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**Central School of Practical Nursing**

**02128700**

**201310328146**

**Page 2 of 2**

If you have any questions please call Terry McKenzie at 202-377-4212.

Sincerely,

(b)(6)

Nancy Paula Gifford  
Division Director

Enclosure: Program Review Report (with attachments)  
Central Response to the Program Review Report

cc: Linda Cockrell, Financial Aid Administrator  
National League for Nursing Accrediting Commission  
National League of Nursing Diploma Programs  
VA Board of Nursing  
VA Department of Education



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**RE: Program Review Report  
OPE ID: 02128700  
PRCN: 201310328146**

Dear Mrs. Goshen:

From December 17, 2012 through December 21, 2012, Terry McKenzie conducted a review of Central School of Practical Nursing's (Central) administration of the programs authorized pursuant to Title IV of the Higher Education Act of 1965, as amended, 20 U.S.C. §§ 1070 et seq. (Title IV, HEA programs). The findings of that review are presented in the enclosed report.

Findings of noncompliance are referenced to the applicable statutes and regulations and specify the action required to comply with the statute and regulations. Please review the report and respond to each finding, indicating the corrective actions taken by Central. The response should include a brief, written narrative for each finding that clearly states Central's position regarding the finding and the corrective action taken to resolve the finding. Separate from the written narrative, Central must provide supporting documentation as required in each finding.

Please note that pursuant to HEA section 498A(b), the Department is required to:

- (1) provide to the institution an adequate opportunity to review and respond to any preliminary program review report<sup>1</sup> and relevant materials related to the report before any final program review report is issued;
- (2) review and take into consideration an institution's response in any final program review report or audit determination, and include in the report or determination –
  - a. A written statement addressing the institution's response;
  - b. A written statement of the basis for such report or determination; and
  - c. A copy of the institution's response.

The Department considers the institution's response to be the written narrative (to include e-mail communication). Any supporting documentation submitted with the institution's written response will not be attached to the FPRD. However, it will be retained and available for

<sup>1</sup> A "preliminary" program review report is the program review report. The Department's final program review report is the Final Program Review Determination (FPRD).

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Federal Student Aid, Philadelphia School Participation Division  
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Central School of Practical Nursing

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Page 2 of 2

inspection by Central upon request. Copies of the program review report, the institution's response, and any supporting documentation may be subject to release under the Freedom of Information Act (FOIA) and can be provided to other oversight entities after the FPRD is issued.

The institution's response should be sent directly to Terry McKenzie of this office within 30 calendar days of receipt of this letter.

**Record Retention:**

Program records relating to the period covered by the program review must be retained until the later of: resolution of the loans, claims or expenditures questioned in the program review; or the end of the retention period otherwise applicable to the record under 34 C.F.R. § 668.24(e).

We would like to express our appreciation for the courtesy and cooperation extended during the review. Please refer to the above Program Review Control Number (PRCN) in all correspondence relating to this report. If you have any questions concerning this report, please contact Terry McKenzie at 202-377-4212.

Sincerely,

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John S. Loreng  
Compliance Manager

cc: Linda Cockrell, Financial Aid Administrator

Enclosure:  
Program Review Report

Prepared for  
Central School of Practical Nursing

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**OPE ID: 02128700**  
**PRCN: 201310328146**

**Prepared by**  
**U.S. Department of Education**  
**Federal Student Aid**  
**School Participation Division- Philadelphia**

## **Program Review Report**

**May 31, 2013**

830 First Street NE, Washington, DC 20202-5430  
[StudentAid.gov](http://StudentAid.gov)

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02128700  
PRCN: 201310328146

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**A. Institutional Information**

Central School of Practical Nursing  
1330 North Military Highway  
Norfolk, VA 23502-2230

Type: Public

Highest Level of Offering: Non Degree 1 year

Accrediting Agency: National League for Nursing Accrediting Commission

Current Student Enrollment: 50 (2012-2013)

% of Students Receiving Title IV: 79% (2012-2013)

Title IV Participation 2012-2013:

Federal Pell Grant

\$105,313

## **B. Scope of Review**

The U.S. Department of Education (the Department) conducted an off-site program review at Central School of Practical Nursing (Central) from December 17, 2012 to December 21, 2012. The review was conducted by Terry McKenzie.

The focus of the review was to determine Central's compliance with the statutes and federal regulations as they pertain to the disclosure reporting for gainful employment programs.

### **Disclaimer:**

Although the review was thorough, it cannot be assumed to be all-inclusive. The absence of statements in the report concerning Central's specific practices and procedures must not be construed as acceptance, approval, or endorsement of those specific practices and procedures. Furthermore, it does not relieve Central of its obligation to comply with all of the statutory or regulatory provisions governing the Title IV, HEA programs.

This report reflects initial findings. These findings are not final. The Department will issue its final findings in a subsequent Final Program Review Determination letter.

## **C. Findings**

During the review, several areas of noncompliance were noted. Findings of noncompliance are referenced to the applicable statutes and regulations and specify the actions to be taken by Central to bring operations of the financial aid programs into compliance with the statutes and regulations.

### **Finding #1: Gainful Employment Disclosures Requirement Not Met**

#### **Citation:**

An institution must provide prospective students with specific data for each eligible program that prepares students for gainful employment. The institution must provide the different occupations, including the name of the occupations and the Standard Occupational Classification (SOC) codes, for which the program prepares students. The institution must include links to profiles of those occupations on the O\*NET website, or its successor site. If the number of occupations related to the program is more than ten, the institution may provide links to a representative sample of occupations in which its graduates typically find employment. 34 C.F.R. § 668.6(b)(1)(i).

The institution must provide the on-time graduation rate for students completing the program. 34 C.F.R. § 668.6(b)(1)(ii).

The institution must specify the tuition and fees it charges a student for completing the program within normal time. It must include the typical costs for books and supplies (unless those costs are included as part of tuition and fees), and the cost of room and board, if applicable. The institution may include information on other costs, such as transportation and living expenses, but it must provide a Web link, or access, to the program cost information the institutions makes available under 34 C.F.R. § 668.43(a). 34 C.F.R. § 668.6(b)(1)(iii).

The institution must disclose the placement rate for students completing the program, as determined under a methodology developed by the National Center for Education Statistics (NCES) when that rate is available. In the meantime, beginning on July 1, 2011, if the institution is required by its accrediting agency or State to calculate a placement rate on a program basis, it must disclose that rate and identify the accrediting agency or State agency under whose requirements the rate was calculated. If the accrediting agency or State requires an institution to calculate a placement rate at the institutional level or other than a program basis, the institution must use the accrediting agency or State methodology to calculate a placement rate for the program and disclose that rate;. 34 C.F.R. § 668.6(b)(1)(iv).

The institution must provided the median loan debt incurred by students who completed the program as provided by the Secretary. The institution must identify separately the median loan debt from Title IV, HEA program loans, and the median loan debt from private educational loans and institutional financing plans. 34 C.F.R. §668.6(b)(1)(v).

The institution must make all of this information available to prospective students through its promotional materials and through its website. 34 C.F.R. § 668.6(b)(2)(i).

**Noncompliance:**

Central failed to disclose certain information about its GE program programs to its prospective students. Specifically, Central failed to disclose: the names and SOC codes of the occupations for which its programs prepare students; its on-time graduation rates; its placement rates; and the median loan debt incurred by its students.

In addition, Central did not include the URL, or a live link to a Web page containing the GE disclosures, in its promotional material.

An institution's failure to provide GE program disclosure information deprives students of the opportunity to make an informed decision.

**Required Action:**

Central must update its website and promotional material with the required GE disclosure data. Central must develop policies and procedures to ensure that GE disclosures are provided to

Central School of Practical Nursing  
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prospective students. Finally, Central must provide a copy of its GE disclosures policies and procedures and a copy of the updated disclosures data from its Web site with its responses to the program review report.



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