

DC-ERM



July 8, 2014

Ms. Theresa Tangonan
President
State Career College
2770 West Grand Avenue, Suite L30
Waukegan, IL 60085-5129

Certified Mail
Return Receipt Requested
7012 1640 0000 0215 8993

RE: Expedited Final Program Review Determination Letter
OPE ID: 04189600
PRCN: 2014-305-28645

Dear Ms. Tangonan

From June 23, 2014 through June 26, 2014 Gigi Moore and Herschel Wallace conducted a review of State Career College's (State Career) 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 purpose of this Final Program Review Determination Letter is to close the program review.

The focus of the review was to determine State Career's compliance with the statutes and federal regulations as they pertain to the institution's administration of Title IV programs. The review consisted of, but was not limited to, an examination of State Career's policies and procedures regarding institutional and student eligibility, individual student financial aid and academic files, attendance records, student account ledgers, and fiscal records.

A sample of 30 files was identified for review from the 2012-2013 and 2013-2014 (year to date) award years. The files were selected randomly from a statistical sample of the total population receiving Title IV, HEA program funds for each award year. Appendix A lists the names and partial social security numbers of the students whose files were examined during the program review.

Protection of Personally Identifiable Information (PII):

PII is any information about an individual which can be used to distinguish or trace an individual's identity (some examples are name, social security number, date and place of birth). The loss of PII can result in substantial harm, embarrassment, and inconvenience to individuals and may lead to identity theft or other fraudulent use of the information. Appendix A was encrypted and sent separately to the institution via e-mail.

Although the review was thorough, it cannot be assumed to be all-inclusive. The absence of statements in the report concerning State Career'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 State Career of its obligation to comply with all of the statutory or regulatory provisions governing the Title IV, HEA programs.

During the review, no significant findings were identified.

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. If you have any questions concerning this report, please call Gigi Moore at (312) 730-1478.

Sincerely,

(b)(6)

Douglas Parrott
Division Director

cc: Evangelina Cruz, Financial Aid Director
IL State Board of Education Private Business and Vocational Schools
Accrediting Bureau of Health Education Schools

Appendix A: Student Sample

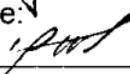
2012-2013

	Student's Name	Student's SSN (last four digits only)
1.	(b)(6),(b)(7)(C)	
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

2013-2014

	Student's Name	Student's SSN (last four digits only)
16.	(b)(6),(b)(7)(C)	
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		
25.		
26.		
27.		
28.		
29.		
30.		

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Checklist – PRR / EDL Review	
Responsible Reviewer: Gigi Moore	Delivery Tracking #: 7012 10400000
Institution Name: State Career College	02158993
OPE ID: 04189600	PRCN: 2014-305-28645
Date: July 1, 2014	
Cover Letter	
<input checked="" type="checkbox"/>	Letter is addressed to the correct person.
<input checked="" type="checkbox"/>	Letter includes certified mail information.
<input checked="" type="checkbox"/>	For Program Review Report: Letter includes appropriate due date for institution's response.
Program Review Report/EDL	
<input checked="" type="checkbox"/>	Report/EDL was prepared in accordance with standard procedures.
<input checked="" type="checkbox"/>	Citations are appropriate to the findings and cited correctly.
<input checked="" type="checkbox"/>	Description of each instance of noncompliance is sufficiently detailed to clearly identify the institution's regulatory violations.
<input checked="" type="checkbox"/>	Required actions are appropriate to the violation.
<input checked="" type="checkbox"/>	Actions required of the institution are sufficiently detailed and clear.
<input checked="" type="checkbox"/>	Student Sample Appendix is properly prepared, if applicable.
<input checked="" type="checkbox"/>	Other appendices, if any, are properly prepared.
PEPS Data Entry Worksheet	
<input checked="" type="checkbox"/>	Deficiency codes are appropriate to the findings.
<input checked="" type="checkbox"/>	Review level is accurate.
Work Papers	
<input checked="" type="checkbox"/>	Work plan was followed.
<input checked="" type="checkbox"/>	Changes to the work plan were properly documented.
<input checked="" type="checkbox"/>	Any modifications/additions to the original student sampling were properly documented.
<input checked="" type="checkbox"/>	Documents in the work papers support the findings.
CM Signature: 	Date: 7/8/14
For EDLs: DD Signature: 	Date: 7/8/14

ENTIRE workbook reviewed for completeness.
