

Altierus Career College – Chesapeake & Woodbridge
2017-2019 Catalog, Volume I, Version I
Addendum Effective 09/13/17

■ **ADDENDUM:** The following statement has been added to the Accreditation, Licensure and Approvals section on pg. 2 of the catalog for Chesapeake campus.

- The campus is accredited by Accrediting Commission of Career Schools and Colleges (ACCSC). The Accrediting Commission of Career Schools and Colleges is listed by the U.S. Department of Education as a nationally recognized accrediting agency. The Accrediting Commission of Career Schools and Colleges (ACCSC) is located at 2101 Wilson Blvd., Suite 302, Arlington, VA, or call 703-247-4212, or visit their website at www.accsc.org.

■ **ADDENDUM:** The following Student Grievance Procedure language has been added to pg. 35 of the catalog for Chesapeake campus.

STUDENT GRIEVANCE PROCEDURE

You may bring a complaint against the School and initiate the School’s Internal Dispute Resolution procedure by filing a written complaint with your academic advisor. The academic advisor will attempt to provide a decision or resolution within 15 days. If you are not satisfied with your academic advisor’s resolution of your complaint, you may appeal his/her decision to the Campus Director. You may then appeal the President’s decision to the Provost of Zenith Education Group. If you are not satisfied with the outcome of the internal dispute procedure, you have the option of submitting your claim to arbitration pursuant to the School’s Dispute Resolution Policy that was provided at the time of enrollment. You may also obtain a copy of the Internal Dispute Resolution Policy from your academic advisor.

If a student feels that the School has not adequately addressed a complaint or concern, the student may also consider contacting the Accrediting Council for Independent Colleges and Schools or Accrediting Commission of Career Schools and Colleges. All complaints considered by the Council must be in written form, with permission from the complainant(s) for the Council to forward a copy of the complaint to the school for a response. The complainant(s) will be kept informed as to the status of the complaint as well as the final resolution by the Council. Please direct all inquiries to:

Accrediting Commission of Career Schools and Colleges
 2101 Wilson Boulevard, Suite 302
 Arlington, Virginia 22201
 (703) 247 4212
www.accsc.org

Accrediting Council for Independent Colleges and Schools
 750 First Street, N.E., Suite 980
 Washington, DC 20002
 (202) 336-6780, (202) 842-2593 (fax)
www.acics.org

■ **ADDENDUM:** The Medical Assistant book price has been amended to the Woodbridge tuition and fees table on pg. 64 of the catalog.

Woodbridge				
Program	Program Length	Credit Units	Tuition	Books and Equipment (estimated)
Dental Assistant	33 weeks	48	\$14,141	\$1,071
Medical Assistant	41 weeks	60	\$15,781	\$2,379
Medical Administrative Assistant	33 weeks	48	\$13,645	\$2,121
Medical Assistant book price effective January 9, 2017				
Tuition for Dental Assistant effective July 1, 2017				
*Enrollment are no longer accepted in this program				