

A Plus Real Estate School Policy Certificate Financial Hold Exemption Policy

Date Adopted: 7/31/2024

Date Revised: 7/31/2024

A. Purpose

This policy is in response to Colorado HB22-1049.

B. Scope

This policy applies to all current and former students, excluding foreign students as defined in C.R.S. 23-1-113.5., who have an outstanding debt for tuition, or other financial aid funds owed to the school and request a certificate. This policy also describes when a student may be subject to a registration hold.

C. Policy

Individuals may be subject to a certificate hold when such individual owes certain debts to A Plus for tuition or financial aid funds. Individuals will be subject to such a hold when a scheduled payment by the designated due date, per the payment plan terms outlined in Enrollment Agreement. (The classroom tuition including books is \$950, with \$300 down and 5 weekly payments of \$150.00. **There is a \$50 charge for the pymt plan.**)

- 1.If an individual is subject to such a hold, their certificate will not be released unless an exemption applies as outlined in section 2 of this policy.
2. Exemptions are granted for individuals who can demonstrate that the transcript/diploma/certificate request is required for one of the following reasons:
 - a. Job application
 - b. Transferring to another postsecondary institution
 - c. Applying for state, federal, or institutional financial aid
 - d. Pursuit of opportunities in the military or national guard
 - e. Pursuit of other postsecondary opportunities
- 3.If it is determined that the individual has a valid exemption, A Plus will release the requested certificate. If A Plus determines that the individual does not meet the exemption criteria, A Plus will provide a written explanation of the denial of the request within seven business days.
- 4.Registration Holds: Individuals will no longer be able to register or enroll for courses/classes if the individual has any amount of debt due to the A Plus until that debt is paid in full. A Plus will assign a third party collection agency when payment is 60 days past due, the outstanding balance will be referred to a third-party collection agency.
- 5.Individuals have the option to establish a payment plan for an outstanding debt. An individual who wishes to establish a payment plan for a debt owed to the A Plus should contact: [include A Plus contact information. (Debi Portararo 303-451-5100 or info@aplusrealestateschool.com)

Complaints pertaining to HB22-1049 may be submitted to the Colorado Student Loan Ombudsperson via email to CSLSA@coag.gov.