



Bureau of Proprietary School Supervision, Room 960A, Education Building Annex, Albany, NY 12234
Tel. (518) 474-3969
Fax (518) 473-3644
E-mail: BPSS@mail.nysed.gov web: <http://www.highered.nysed.gov/bpss>

Dear New Horizons of Long Island Student:

As you heard in an earlier presentation made by representatives of the Bureau of Proprietary School Supervision at your school, New Horizons of Long Island will not be able to continue operation beyond August 31, 2010. The purpose of this correspondence is to notify you of your current options. These options are only open to currently active New Horizons of Long Island students and do not apply to past students or graduates. The options, as well as a discussion of them, are as follows:

- Option 1: Receive a full refund of all monies paid to the school. Under this option, New Horizons of Long Island would refund all monies paid to them on your behalf. The refunds would be made to the funding source. Therefore, any monies paid by loans would be refunded to the lender, not the student, etc. If you expended money for your tuition, you would receive a refund of that money. Students choosing this option would not receive a copy of their transcript and would not be credited in any way for the hours taken at New Horizons of Long Island. In effect, this would cancel the initial enrollment agreement contract, relieving the student of any monetary obligations for that contract, and relieving the school of any instructional obligations of that contract.
- Option 2: Receive a transcript of hours completed at New Horizons of Long Island.
- Option 3: Continue training at New Horizons Computer Learning Center, New York, located in Melville (NHCLCNY, new school). At the time that this correspondence is being written, this school has applied for school licensing, with the hope that it might be approved by September 1, 2010. New Horizons Computer Learning Center New York, in Melville, has agreed to teach out students who have a desire to complete their training. An approved teach out school, New Horizons Computer Learning Center New York, in Melville, agrees to evaluate students, place them at an appropriate place in the curriculum, and complete the student's education at no additional cost to the student beyond the original contract price on the New Horizons of Long Island's enrollment agreement. Any payments that the student has yet to make would be made to the new school. If the student already has paid all monies to New Horizons of Long Island, New Horizons Computer Learning Center New York in Melville, as the teach out school agrees to accept the student for nothing additional. Students choosing this option are given one week at the teach out school, New Horizons Computer Learning Center New York in Melville, to determine if they wish to continue at the teach out school. After that week, the students formally become students of the new school and no longer have the option of refunds under Options 1 or 2.

Some considerations in making your decision might be as follows:

Option 1 regarding a full refund and no transcript might be a good choice if, after your experience:

you decide that you no longer are interested in the field and never plan to return to that career choice;

you only just started your hours when the school ceased operation and would not mind beginning completely new at another school; or

Remember, if you choose a full refund, you will not receive a transcript of the hours you completed now or in the future.

Option 2 regarding receiving your transcript and a partial refund, if one is due, might be a good choice if:

You plan to complete your instruction but want a broader choice of schools where you can complete your hours than the approved teach out school (if any); or

You are unsure how soon you want to return to instruction but want to keep the hours already completed for consideration by a school at some point in the future. Remember that wherever you transfer, you will be tested to see how much of your instruction you retain.

Option 3 regarding completing your instruction at a teach out school might be a good choice if:

You are close to completion. Remember that you will be expected to regularly attend the new school, adhere to its schedules and rules, and that the type of instruction may be different than that to which you are accustomed. All of that said, you still have one week to try a teach out school and decide not to take that option. Please be reminded that, most times, the teach out school is providing the instruction to you as a good will gesture to students who have been turned out from their instruction. That school cannot make special rules for you that are different for their own students or promise that your instructional experience will be the same or similar to that at your previous school.

In order to formally advise us of your choice, you will need to complete a Student Complaint Form which will be provided to you or which you can download from our website at <http://www.highered.nysed.gov/bpss/frnComplaint.pdf>. If you choose an option requiring a full or partial refund from New Horizons of Long Island, be certain to attach copies of all of your receipts from payments made to the school so that we can compare them with the school's record of your student account. Once your complaint is filed, you will be notified the name of a specific Bureau staff member who has been assigned to handle your case.

The Bureau of Proprietary School Supervision