



Office of Adult Career and Continuing Education
Bureau of Proprietary School Supervision
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November 30, 2016

Dear Students of Culinary Academy of Long Island and Star Career Academy:

The New York State Education Department's (NYSED) Bureau of Proprietary School Supervision (BPSS) was informed on November 15, 2016 that Culinary Academy of Long Island (CALI) and Star Career Academy (SCA) had closed. In this letter, we will explain the options available to you.

OPTION 1: TEACHOUT

You may choose to enroll in a teachout school that BPSS has approved to enable you to finish your training. Additional information on approved teachout schools is provided below. If you choose this option, your existing tuition, financial aid, and all other terms and conditions set forth in your original enrollment agreement with CALI or SCA would be honored by the teachout school. You would continue your program at a cost no greater than what you would have paid to attend CALI or SCA. You will be evaluated by the teachout school to determine your appropriate placement. Remedial assistance will be available if you require it. The teachout schools are also licensed by BPSS. Your diploma will be issued by the teachout school. Any additional support you may need after completing your training will be provided by the teachout school as well.

If you choose to attend a teachout school, you will have up to **one week** to assess whether it is satisfactory. If within one week you are not satisfied with the program provided by the teachout school, you may cease attending and pursue Option 2 as described below, by filing a [complaint](#) with BPSS. In that event, you may be eligible for tuition reimbursement.

Be advised that you must make your decision before **January 13, 2017**. After that date, schools may not be held to the teach-out plan.

Please note that if you were attending an internship as part of your approved program when the school closed, you are still considered to be a current student.

If you attend one of the teach-out schools or other schools and get credits (advanced standing) for the work you completed at CALI or SCA, the U.S. Department of Education **may not** approve your loan discharge.

OPTION 2: REFUND OF TUITION / LOAN DISCHARGE

As a current student, you are entitled to a full tuition refund and/or to have your student loans discharged. In order to obtain a refund, you must file a Student Complaint Form which you may download at <http://www.acces.nysed.gov/common/acces/files/bpss/ComplaintForm.pdf>. An investigator will be assigned to assist you. Any money paid directly to your school will be refunded through the State's Tuition Reimbursement Account (TRA). If you have any Federally guaranteed student loans, we will furnish you with a loan discharge application and inform you where to send it.

If you choose a refund, you cannot be a teachout student and will be required to sign an affidavit and to furnish BPSS with any official transcript from CALI or SCA that you have received.

The following chart contains additional information on approved teachout schools for current CALI or SCA students:

Name of School	Program	Contact Person	Address	Telephone Number
International Culinary Center	Professional Culinary Arts with Internship	Erik Murnighan	462 Broadway, New York, NY 10013	(646) 254-7512
New York School For Medical and Dental Assistants	Medical Assistant	Clinton Arnaboldi	33-10 Queens Blvd, Long Island City, NY 11101	(718) 793-2330
Culinary Tech Center, LLC	Hospitality Operations	Adriana Tortorello	460 WEST 34TH St., New York, NY 10001	(646) 668-4494

If you have any questions about Federal financial aid, including Pell grants and loans, you may call 1-800-4fedaid (1-800-433-3243) or visit www.ed.gov/.

Sincerely,

Representatives

Bureau of Proprietary School Supervision