



**THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK**

Bureau of Proprietary School Supervision  
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May 3, 2019

**Trinity Hairdressing & Makeup Academy  
Teach-out Options for Current Students**

Dear Current Student of Trinity Hairdressing & Makeup Academy (“Trinity”):

The New York State Education Department’s (NYSED) Bureau of Proprietary School Supervision (BPSS) is hoping to make the transition in your education as smooth as possible during this difficult period caused by the sudden closure of Trinity on April 26, 2019. Toward this end, as an active student, we want to let you know what your options are under the New York State Education Law. This information also applies to any Trinity student who is currently on an approved leave of absence. Please review the options below.

**Option 1: Participate in a Teach-out**

We have appealed to other Licensed Private Careers schools who have approved Cosmetology programs and asked them to help out during this difficult period. Fortunately, schools have voluntarily come forward to offer their assistance and want to extend an invitation to you to continue your education at their facility. Please note that you must be in receipt of the official transcript of your hours and a student account card in order to participate in a teach-out. Below is a list of these schools, their addresses, contact persons, email addresses, and telephone numbers.

School Name	School Address	Telephone
Long Island Beauty School	544 Route 111 Hauppauge, NY 11788	(631) 724-0440
Long Island Beauty School	173A Fulton Ave Hempstead, NY 11550	(516) 483-6259
Brittney Beauty Academy	3274 Hempstead Tpke Levittown, NY 11756	(516) 731-8300

Please keep in mind the following points when considering a teach-out school:

There is no extra cost to you as a student. The teach-out school will fulfill the terms of the original enrollment agreement signed by you at Trinity. You are only responsible for the balance of the tuition you would have paid Trinity. The teach-out school will also evaluate you to

determine appropriate placement within the course. Should you decide to take the teach-out, you can give the new school a try for one week of instruction. If you decide at the end of the week you do not wish to continue, you can still apply for **Option 2**. (It is important that you notify the teach-out school of your intention to withdraw from the school by the end of the first week.)

### **Option 2: A Refund of All Prepaid Tuition**

Section 5007(4)(c) of the Education Law permits a student who was enrolled in a school at the time the school closes to apply for a refund of their prepaid tuition through the Tuition Reimbursement Account. You can initiate this process by completing the BPSS complaint form. You can get this form by visiting our website at <http://www.acces.nysed.gov/bpss/student-rights> to download a complaint form. You can aid the review process of your complaint by attaching important records, such as enrollment agreement and receipts. Finally, you can mail your complaint form to the BPSS address indicated on the complaint form, or email it to [BPSS@nysed.gov](mailto:BPSS@nysed.gov).

If you have already filed a complaint with our office, you will be contacted by a BPSS Investigator assigned to address and resolve the issues stated in your complaint. If you need further assistance or have additional questions, please contact BPSS at 212-643-4760, or email BPSS at: [BPSS@nysed.gov](mailto:BPSS@nysed.gov).

Whatever your decision, BPSS wishes you good luck in all your future endeavors.

Sincerely,

Richard A. Cohen  
Supervising Investigator