Paul Mitchell The School NYC

RE-ENROLLMENT STUDENTS

HOW TO START THE PROCESS

A withdrawn student who wishes to re-enroll in their program should contact the school's admission advisor. Students may re-enroll after 7 days, subject to Director approval.

THE RE-ENTRY FEE

A $100.00 re-enrollment fee applies to all re-enrolling students, unless a re-enrollment agreement was signed at the time of withdrawal. The fee:

- Must be paid prior to re-enrollment
- Cannot be paid with federal financial aid
- Is waived for members of the U.S. Armed Forces (see below)

REQUIREMENTS BY TIMEFRAME

Requirements differ depending on how long it's been since the student's last date of attendance.

RE-ENROLLING WITHIN 180 DAYS OF THE STUDENTS' LAST DATE OF ATTENDANCE

- Pay all outstanding tuition, fees, and overtime expenses or make satisfactory payment arrangements. Please note, overtime expenses cannot be paid with federal financial aid.
- Previous tuition payments will be credited to the student’s balance based upon the original contracted cost for the program.
- Pay the $100.00 re-entry fee (unless a re-enrollment agreement was signed prior to withdrawing).

RE-ENTRY AFTER 180 DAYS (PAST SIX (6) MONTHS) WITHOUT A LEAVE OF ABSENCE (LOA)

- A new enrollment agreement must be completed and executed by the school's Licensed Agent and the student.
- Evaluation using a written evaluation to determine the student's ability to master instructional material in the course and/or curriculum.
- Pay all outstanding tuition, fees, and overtime expenses or make satisfactory payment arrangements. Please note, overtime expenses cannot be paid with federal financial aid.
- Tuition will be assessed at the current hourly rate.
- Students are required to purchase a kit if their current kit is not complete. Any missing kit items must be purchased.
- Submit a re-enrollment essay that demonstrates their commitment to completing the program.

ATTENDANCE REQUIREMENT

Re-enrolling students who had less than 100% attendance at the time they withdrew have 60 calendar days after re-entry to bring their attendance up to institutional requirements. This applies regardless of which timeframe above the student falls into.

ACADEMIC STANDING

Students who re-enroll the program are placed in the same Satisfactory Academic Progress (SAP) standing they held when they left the school.

DECISION & NOTIFICATION

The decision to permit re-entry is at the sole discretion of Paul Mitchell The School NYC. All students will be notified in writing of the outcome of their re-enrollment request.

MILITARY SERVICE MEMBERS

Members of the U.S. Armed Forces — including reserve components of the National Guard — will be readmitted to their former program if they notify the admission team that their withdrawal was due to military service. Paul Mitchell The School NYC will make every reasonable effort to accommodate service members requesting an absence for this reason. The $100.00 re-enrollment fee is waived for these students.