

Mass Workforce Issuance

Workforce Issuance No. 14-109

☐ Policy ☒ Information

To: Chief Elected Officials
Workforce Investment Board Chairs
Workforce Investment Board Directors
Title I Administrators
Career Center Directors
Title I Fiscal Officers
DCS Operations Managers

cc: WIA State Partners

From: Alice Sweeney, Director
Department of Career Services

Date: December 22, 2014

Subject: Notice of Closure and Refund Process: Sullivan & Cogliano Training Center

Purpose: To notify Local Workforce Investment Boards, One-Stop Career Center Operators and other local workforce investment partners of the closure and claim process for Sullivan & Cogliano Training Centers located in MA effective December 17th, 2014.

Background: Sullivan & Cogliano Training Center is a nationally accredited career training school that offers a unique way to prepare their students for a new career: focused training that concentrates on developing the skills employers are looking for.

On December 18, 2014, the Division of Professional Licensure (DPL) of the Commonwealth of Massachusetts issued a notification in regards to the closure and claims process of Sullivan & Cogliano Training Center effective December 17, 2014. The claims process for eligible students will be administered by the DPL.

Eligible students include:

- Students who did not complete their coursework or program of study through the school; and,
- Students who were denied a discharge of their private student loan(s); or
- Students who paid for products or materials from the school (for example, books, equipment, etc.), but did not receive them.

Prior to submitting a claim, DPL recommends the following:

- Students who had a student loan should contact the lender immediately to inform the lender of the school's closure and request a "non-interest bearing administrative forbearance" of your loan until the claim with the school is settled. This request may suspend accrual of any interest and any loan payments until the claim is settled. However, periodically renewal might be required. If proof of the school's closure is needed, please download this bulletin or provide the URL to the lender:
<http://license.reg.state.ma.us/public/schools/closed/bulletin/default.html>
- Students who paid by check should verify if the check has been cashed. If it has not been cashed, contact your bank to stop payment. If it has been cashed, please obtain a copy, which will be useful when filing a claim
- Students who paid by credit card should contact the credit card company immediately in writing. Please see the Federal Trade Commission's website at:
<http://www.ftc.gov/bcp/edu/pubs/consumer/credit/cre16.shtm>
- Student attending school with unemployment funding should notify the Division of Unemployment Assistance at 617-626-5521 of the disruption in educational services
- Students attending school with financing from your local career center should contact the career center immediately.

Beginning **Monday, December 22, 2014**, students who believe that they are owed a refund after pursuing the options listed above may contact DPL. Students must contact DPL no later than **5:00 pm EST on Friday, January 23, 2014**. Any students who have not contacted DPL by the deadline date may not be eligible to file a claim for a refund. If a confirmation of the claim is needed, students should provide a self-addressed stamped envelope along with their claim. Following the **January 23, 2014 deadline**, DPL will evaluate all claims received and claimants will be notified on the determination of the claim.

Inquiries: Please email any questions regarding this notification to the MOSES Help Desk at MOSES@detma.org.