



DEVAL L. PATRICK
GOVERNOR

TIMOTHY P. MURRAY
LIEUTENANT GOVERNOR

GREGORY BIALECKI
SECRETARY OF HOUSING
AND ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts
Division of Professional Licensure
Office of Private Occupational School Education
1000 Washington Street • Boston • Massachusetts • 02118

BARBARA ANTHONY
UNDERSECRETARY OF OFFICE
OF CONSUMER AFFAIRS AND
BUSINESS REGULATION

MARK R. KMETZ
DIRECTOR, DIVISION OF
PROFESSIONAL LICENSURE

Bulletin #1 – American Career Institute School Closure

TO: Current and Former Students of the American Career Institute (ACI) located at
703 Granite Street, Braintree, MA
186 Alewife Brook Parkway, Cambridge, MA
125 Newbury Street, Framingham, MA
365 Caldwell Drive, Springfield, MA
10 State Street, Woburn, MA

DATE: January 9, 2013

RE: School Closure

On January 9, 2013, the Massachusetts Division of Professional Licensure (DPL) was informed that American Career Institute (ACI) ceased operating in Massachusetts. DPL is investigating the matter and is working with other schools on potential teach-outs so students can complete their programs of study. Other students may be eligible to file claims for restitution of any unused tuition.

Until any teach-out plans have been determined, it is recommended that students do **not** accept a teach-out agreement with a school or attempt to file a claim for restitution with DPL. DPL will post an updated bulletin on this website on or before **Friday, January 25** advising students of next steps and what options are available.

In the meantime, if you paid the school for coursework that you did not receive, DPL advises you to do the following:

If you have a student loan	Contact your lender immediately (contact information should be on your loan documents) to inform them of the school’s closure and that you wish to request a “ <i>non-interest bearing administrative forbearance</i> ” of your loan until such time as your claim with the school is settled. This means that the loan company will suspend accrual of any interest and any loan payments until your claim has been settled. Please note that you may have to periodically renew this request until your claim is settled; such notification is <u>your</u> responsibility. If the lender wants proof of the school’s closure, please download this bulletin and send it to them or provide them with the following URL: http://license.reg.state.ma.us/public/schools/closed/bulletin/default.html
If you paid by check	If your check has not already been cashed by the school, contact your bank to stop payment on the check. If the check has been cashed, please obtain a copy, which will be useful when filing a claim.



<p>If you paid by credit card</p>	<p>Contact your 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 for specific instructions, and a sample letter for your convenience. It would be wise to also include with your letter a copy of your enrollment agreement, also known as a personal service contract, as evidence of the contract between you and the school, as well as a copy of this bulletin as verification of the school's closure and subsequent breach of contract. If you paid by credit card, following the FTC's instructions are your best recourse.</p>
<p>If you are attending school under M.G.L. c. 151A s. 30 (unemployment law) and 430 CMR 9.0</p>	<p>You should contact the Division of Unemployment Assistance at 617-626-5375 to notify them of this disruption in educational services. They will work with you to make the necessary adjustments to your claim.</p>
<p>If you are attending school with financing from your local career center</p>	<p>Please contact the career center and apprise them of this closure.</p>