



## 2024-2025 ANNUAL NOTICE

### Required Disclosures of Student and Employee Consumer Information

Contact Campus Office for a paper copy of the Student Handbook. Contact Financial Aid for a copy of the *Financial Aid Policies & Procedures, Student Consumer Information Handbook*, program brochures and for questions concerning the institutional information published in the Student Handbook. Contact the Campus Director – Asst. Superintendent for questions concerning FERPA.

“Northwest Technology Center prohibits misrepresentation of program content, outcomes, certifications/licensure, and admissions. Northwest Technology Center also prohibits misrepresentation of financial aid opportunities, procedures, eligibility, or award.”

What to Disclose, When, and to Whom	Description of Information to be Disclosed	Where to Find Information*
<p><b>What:</b> <b>Institutional Information (668.43)</b></p> <p>Upon Request</p> <p><b>To:</b> Enrolled Students Prospective Students</p>	<ul style="list-style-type: none"> <li>• Cost of attending school i.e.: Tuition and Fees</li> <li>• Institutional Refund Policy</li> <li>• Requirements for officially withdrawing from school</li> <li>• Requirements for return of Title IV, HEA grant or loan aid</li> <li>• Information regarding the programs, institutional facilities and faculty</li> <li>• Entities that accredit, license, or approve the school and its programs and procedures for reviewing school's accreditation, licensing, or approval documentation</li> <li>• Description of any special services and facilities for disabled students</li> <li>• Titles and availability of employees responsible for dissemination of institutional and financial assistance disclosure information and how to contact them</li> </ul>	<ul style="list-style-type: none"> <li>• Student Handbook</li> <li>• U.S. Dept of Ed's College Opportunities website: <a href="http://nces.ed.gov/IPEDS">http://nces.ed.gov/IPEDS</a> Click on IPEDS School Search for Northwest Technology Center</li> <li>• <a href="http://www.nwtech.edu">http://www.nwtech.edu</a></li> </ul>
<p><b>What:</b> <b>Financial Assistance Information (668.42)</b></p> <p>Upon Request</p> <p><b>To:</b> Enrolled Students Prospective Students</p>	<ul style="list-style-type: none"> <li>• Description of all available federal, state, local, private, and institutional financial assistance, and a description of: (1) application form and procedures; (2) student eligibility requirements; (3) selection criteria; and (4) criteria for determining the amount of a student's award</li> <li>• Rights and responsibilities of students receiving Title IV and other financial aid, including: (1) criteria for continued eligibility; (2) satisfactory academic progress (SAP) standards; (3) criteria to re-establish eligibility if student fails to maintain SAP; (4) method and frequency of financial aid disbursements</li> </ul>	<ul style="list-style-type: none"> <li>• Student Handbook</li> <li>• Financial Aid Policies &amp; Procedures Handbook</li> <li>• <a href="http://www.nwtech.edu">Studentaid.ed.gov</a></li> <li>• <a href="http://www.nwtech.edu">http://www.nwtech.edu</a></li> </ul>
<p><b>What: Family Education Rights and Privacy Act (FERPA) 34 CFR, Part 99</b></p> <p>Upon Request</p> <p><b>To:</b> Enrolled Student Parents of Enrolled Students under the age of 18</p>	<ul style="list-style-type: none"> <li>• Right to and procedures for inspecting and reviewing student's education records</li> <li>• Right to and procedures for requesting amendment of student's education records believed to be inaccurate, misleading, or in violation of student's privacy rights</li> <li>• Right to consent to disclosure of personally identifiable information contained in student's education records</li> <li>• Right to file a complaint with ED for alleged school's or educational agency's failure to comply with FERPA requirements</li> <li>• Right to the criteria used to determine what constitutes a school official and a legitimate educational interest if school's or educational agency's policy is to disclose personally identifiable information from a student's education records under 34 CFR, Part 99 without prior consent</li> </ul>	<p>Student Handbook <a href="https://nwtech.edu/student-services/student-policies-handbooks-consumer-info/">https://nwtech.edu/student-services/student-policies-handbooks-consumer-info/</a></p> <ul style="list-style-type: none"> <li>• Board of Education Policy and Procedures Manual</li> </ul>
<p><b>What:</b> <b>Completion/Graduation Rate and Transfer-Out Rate (668.45)</b></p> <p><b>When:</b> Annually by July 1</p> <p>Upon Request</p> <p><b>To:</b> Enrolled Students Prospective Students</p>	<ul style="list-style-type: none"> <li>• The institution's completion or graduation rate for full-time, first-time, certificate-seeking students enrolled at the post-secondary level who graduated or completed their program within 160% of the normal time (scheduled length of program) for graduation or completion</li> <li>• Cohort for non-term schools (Technology Centers): Students who enter between 9/1 and 8/31 and are enrolled at least 60 clock hours</li> <li>• Transfer-out rate is not applicable to Technology Centers since it applies to schools whose mission includes providing substantial preparation for students to enroll in another eligible institution</li> <li>• Information on student body diversity in the categories of gender and ethnicity of enrolled, full-time student who receive Federal Pell Grants</li> <li>• Retention rates of certificate or degree-seeking first-time full-time undergraduate students.</li> </ul>	<ul style="list-style-type: none"> <li>• U.S. Dept of Ed's College Navigator website: <a href="http://nces.ed.gov/IPEDS">http://nces.ed.gov/IPEDS</a></li> <li>• Northwest Technology Center website at <a href="http://www.nwtech.edu">www.nwtech.edu</a></li> </ul>
<p><b>What:</b> <b>Campus Security Report (668.46)</b></p> <p><b>When:</b> Annually by Oct. 1</p> <p>Upon Request</p> <p><b>To:</b> Enrolled Students Current Employees Prospective Students Prospective Employees</p>	<ul style="list-style-type: none"> <li>• Statistics for 3 most recent calendar years concerning the occurrence on campus, in or on non-campus buildings or property, and public property of following offenses reported to campus security authority or local police: (1) murder and non-negligent manslaughter; (2) negligent manslaughter; (3) sex offenses-forcible and non-forcible; (4) robbery; (5) aggravated assault; (6) burglary; (7) motor vehicle theft; (8) and arson</li> <li>• Statistics above are also reported by category of prejudice (i.e. offense manifests evidence that victim was intentionally selected because of victim's actual or perceived race, gender, sexual orientation, ethnicity, or disability)</li> <li>• Statistics for 3 most recent calendar years concerning the occurrence on campus, in or on non-campus buildings or property, and on public property of following offenses reported to campus security authority or local police: (1) arrests for liquor law violations, drug law violations, and illegal weapons possession; or (2) persons referred for campus disciplinary action for such violations</li> <li>• Policies concerning the security of and access to campus facilities and procedures to report campus crimes</li> <li>• Disciplinary actions imposed for the possession, use, and sale of alcoholic beverages and illegal drugs and enforcement of state underage drinking laws and federal and state drug laws</li> <li>• Plus: Crime Prevention programs, Drug/Alcohol Abuse Education programs, Sexual Offenses/Harassment and how to report such offenses.</li> </ul>	<p>Student Handbook <a href="https://nwtech.edu/student-services/student-policies-handbooks-consumer-info/">https://nwtech.edu/student-services/student-policies-handbooks-consumer-info/</a></p> <ul style="list-style-type: none"> <li>• U.S. Dept of Ed's College Navigator website: <a href="http://nces.ed.gov/IPEDS">http://nces.ed.gov/IPEDS</a> Search for Northwest Technology Center.</li> <li>• Northwest Technology Center website at <a href="http://www.nwtech.edu/">www.nwtech.edu/</a></li> </ul>

Additional Student and Employee Consumer Information	Where to Find
College Navigator Website	U.S. Dept of Ed's College Navigator website: <a href="http://nces.ed.gov/IPEDS">http://nces.ed.gov/IPEDS</a> Search for Northwest Technology Center
Student Body Diversity	U.S. Dept of Ed's College Navigator website: <a href="https://nces.ed.gov/collegenavigator/?q=northwest+technology+Center&amp;s=all&amp;id=366623">https://nces.ed.gov/collegenavigator/?q=northwest+technology+Center&amp;s=all&amp;id=366623</a> Search for Northwest Technology Center
Net Price Calculator	<a href="https://nwtech.edu/student-services/financial-aid-tuition/">https://nwtech.edu/student-services/financial-aid-tuition/</a>
Text Book Information/information for College Bookstores	U.S. Dept of Ed's College Navigator website: <a href="http://nces.ed.gov/IPEDS">http://nces.ed.gov/IPEDS</a> Search for Northwest Technology Center
Transfer of Credit/Articulation Agreements	Student Handbook
Vaccination Policy	Student Handbook Practical Nursing Handbook Paramedic Handbook
National Student Loan Data System (NSLDS)	<a href="http://www.nsls.ed.gov/nsls_SA/">http://www.nsls.ed.gov/nsls_SA/</a>
Voter Registration	Applications are located from Career Counselors on both campuses or online at <a href="#">Register to Vote (oklahoma.gov)</a> Applications are given to students at Orientation
Drug and Alcohol Prevention Information	Board of Education Policy and Procedures Manual Student Handbook
Copyright Infringement	Board of Education Policy and Procedures Manual Student Handbook
Penalties for Drug Law Violations	Board of Education Policy and Procedures Manual Student Handbook
Internet Use Policy	Board of Education Policy and Procedures Manual Student Handbook
Absence Policy	Student Handbook
Gainful Employment Disclosures	Northwest Technology Center's website at <a href="http://www.nwtech.edu/gainful-employment/">www.nwtech.edu/gainful-employment/</a>
GED Prep Course	Contact Northwest Technology Center 580-327-0344 or 580-227-3708

**NOTICE OF NONDISCRIMINATION**

Non-Discrimination. Except to the extent permitted by law, the Facility, the School, Clinical Coordinator, School Program Faculty, Clinical Staff/Instructors and Students shall not discriminate on the basis of race, color, creed, sex, this is to include genetic information, as well as sexual orientation, gender identity, gender expression, age, religion, national origin, disability or veteran's status in the performance of this Agreement. As applicable to the School, the provisions of Executive Order 11246, as amended by EO 11375 and EO 11141 and as supplemented in Department of Labor regulations (41 CFR Part 60 et. SEQ.) are incorporated into this Agreement and must be included in any subcontracts awarded involving this Agreement. The School represents that, except as permitted by law, all services are provided without discrimination on the basis of race, color, creed, sex, age, religion, national origin, disability or veteran's status that it does not maintain nor provide for its employees any segregated facilities, nor will the School permit its employees to perform their services at any location where segregated facilities are maintained. In addition, the School agrees to comply with Section 504 of the Rehabilitation Act and the Vietnam Veterans Era Assistance Act of 1974, 38 U.S.C. Section 4212.

Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator(s) at Northwest Technology Center, 1801 11<sup>th</sup> St., Alva, OK or Northwest Technology Center, 801 Vo-Tech Drive, Fairview, OK.

Title IX Coordinator/Compliance Officers

Alva campus—Dr. Jeremy Eaton at 580.327.0344 or [jeaton@nwtech.edu](mailto:jeaton@nwtech.edu)

Fairview campus—Colt Shaw at 580.227.3708 or [cshaw@nwtech.edu](mailto:cshaw@nwtech.edu)

No Discriminación. Salvo en la medida permitida por la ley, el Fondo, la Escuela, Coordinador Clínico, Programa de Escuela de la facultad, personal clínico / instructores y estudiantes no podrá discriminar sobre la base de raza, color, credo, sexo, esto es incluir información genética, como, así como la orientación sexual, identidad de género, expresión de género, edad, religión, origen nacional, discapacidad o estado de veterano en el cumplimiento de este Acuerdo. Según sean aplicables a la Escuela, las disposiciones de la Orden Ejecutiva 11246, modificado por el EO 11375 y EO 11141 y complementado en el reglamento del Departamento de Trabajo (41 CFR Parte 60 et. SEC.) Se incorporan a este Acuerdo y debe ser incluido en los subcontratos que adjudique en la participación de este Acuerdo. La escuela representa que, con excepción de lo permitido por la ley, todos los servicios se proporcionan sin discriminación por motivos de raza, color, credo, sexo, edad, religión, origen nacional, discapacidad o estado de veterano que no mantiene ni proporcionar a sus empleados las instalaciones segregadas, ni permitirán la Escuela de sus empleados para llevar a cabo sus servicios en cualquier lugar en el que se mantienen las instalaciones segregadas. Además, la Escuela se compromete a cumplir con la Sección 504 de la Ley de Rehabilitación y la Ley de Asistencia Era veteranos de Vietnam de 1974, 38 USC Sección 4212.

Preguntas, quejas, o para más información con respecto a estas leyes pueden ser recibidas por el coordinador de quejas at Northwest Technology Center, 1801 11<sup>th</sup> St., Alva, OK. or Northwest Technology Center, 801 Vo-Tech Drive, Fairview, OK.

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