



NOTICE – STUDENT COMPLAINT POLICY

Dear Students:

New Horizons Consumer Learning Centers has a Certificate of Approval from the Texas Workforce Commission (TWC) to provide career development training to individuals. Each seminar offered to individuals is approved by the TWC.

Students who are attending training for career development (not through an employer) may address any concerns about this school or of its educational seminars by the following the grievance process outlined in the School Catalog. Schools are responsible for ensuring and documenting that all students have received a copy of the school's grievance procedures and for describing these procedures in the school's published catalog. If, as a student, you were not provided with this information, please inform school management.

Students dissatisfied with this school's response to their complaint or who are not able to file a complaint with the school, can file a formal complaint with the TWC.

Information on filing a complaint with TWC can be found on TWC's Career Schools and Colleges Website at <http://csc.twc.state.tx.us/>.

TWC School ID: S0964