

**Instructions:** If you're considering more than three schools, print out several copies of this page before proceeding. Select the schools for evaluation and write their names on the slanted lines. Answer the questions for each school. (If the answer is "yes," mark a "✓" in the column. If the answer is "no," make an "X" in the column.) What are your findings?

# SCHOOL EVALUATION

		Does the school offer the educational program you want?
		If you're admitted to the school, are you also admitted into the educational program you want?
		Is the school accredited by an agency accepted by the U.S. Department of Education (e.g., Southern Association of Colleges and Schools, Council on Occupational Education, Accrediting Commission of Career Schools and Colleges of Technology, National Accrediting Commission of Cosmetology Arts and Sciences, Association for Biblical Higher Education)?
		Is the school licensed or approved by the appropriate state government agency (e.g., Alabama Commission on Higher Education, Department of Postsecondary Education, Alabama State Department of Education, Alabama Board of Cosmetology, Alabama Board of Funeral Service)?
		Is the school approved for federal and state financial aid programs?
		Does the school have the resources to provide you the education you need to be successful in the work force? Look for up-to-date training devices, developmental course work and/or tutorial assistance, general education courses (e.g., English and math), educational qualifications of the faculty, and library holdings and resources related to your field of study.
		Will completion of the educational program qualify you for a job? An exam and/or apprenticeship may also be required. If a licensing examination is required for employment in your career field (e.g., nursing, cosmetology, or law), do a high percentage of the school's graduates pass the exam?
		Does the school have a job placement program? Is it free? Are a high percentage of graduates placed in jobs? Recent graduates and potential employers can help you answer these questions. A good school will give you a list of contacts.
		Does the typical starting salary for a new graduate of the school's educational program compare favorably with that of graduates from the same educational program at other schools? Does it meet with your expectation? If the school provides such data, ask to see detailed statistics substantiating the school's claim.
		Does the enrollment contract (if required) clearly indicate the complete cost of your course of study? Are all necessities (books, room and board, transportation, tools, uniforms, etc.) included in the cost? Schools must make printed cost-of-education information readily available to prospective students upon request.
		Does the enrollment contract contain language to protect you if the school closes or discontinues your program? Call the Better Business Bureau in the area to find out if the school has had problems.
		Does the school have a printed refund policy? Good schools have a reasonable refund arrangement for students who withdraw from school.
		Does the school have a low withdrawal rate? A high rate may be a warning sign.
		Will credits earned at one school be acceptable for transfer to another? If you plan to enter one school but transfer to another school, will your credits transfer?
		Does the school have a low student loan default rate? Call the U.S. Department of Education at (800) 433-3243 to check a school's default rate. A high default rate may be a warning sign.