

## Consumer Information Guide

Welcome to Northwestern Technological Institute. Below you will find a list of consumer information items about our school, and where you can go to view those items. While all consumer information items can be found in our catalog, on our website, or in our financial aid office, please do not hesitate to contact one of the designated staff listed below at (248) 358-4006 should you need assistance with obtaining consumer information.

- Lorne P. Gauthier, School Director
- Monika Lapina, Financial Aid Director

General School and Student Information	Where You Can Find This Information
Notice of availability of institutional and financial aid information	School catalog and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Title of personnel available for assistance with institutional and financial aid information & how and where to contact them	School catalog and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Family Educational Rights and Privacy Act (FERPA) Notice	School catalog, student academic file, and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Requirements for Official Withdrawal from School	School catalog and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Student Right-to-Know Act – completion and graduation rates of 1 <sup>st</sup> time, full-time undergraduate students, as well as disaggregated completion/graduation rates	Student academic file, and on our website under consumer information-Student Outcomes <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Annual Campus Security Report	Student academic file, and on our website under consumer information-Health and Safety <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Violence Against Women Act (VAWA)	Student academic file, and on our website under consumer information-Health and Safety <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Statement where registered sex offender information can be obtained	This information is in the Institute’s Annual Campus Security Report which can be found in the student academic file and on our website under consumer information-Health and Safety <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Results of any disciplinary hearing against a student alleged to be a perpetrator of a crime of violence, or non-forcible sex offense	This information is in the Institute’s Annual Campus Security Report which can be found in the student academic file and on our website under consumer information-Health and Safety <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>

Emergency Response and evacuation procedures for immediate notification of campus community	This information is in the Institute's Annual Campus Security Report which can be found in the student academic file and on our website under consumer information-Health and Safety <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Timely Warning – as part of the Campus Security Report	This information is in the Institute's Annual Campus Security Report which can be found in the student academic file and on our website under consumer information-Health and Safety <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Retention rates of certificate-seeking, first-time, full-time undergraduate students	Student academic file, and on our website under consumer information-Student Outcomes <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Information on placement of, and types of employment obtained by, graduates of the school's certificate programs	School catalog and on our website under consumer information-Student Outcomes <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Job placement rates	Student pre-application and on our website under consumer information-Student Outcomes <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Information on student body diversity in the categories of gender and ethnicity of enrolled, full-time students who receive Federal Pell Grants	Student academic file, and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Accessibility, special facilities and services available for disabled students including students with intellectual disabilities	School catalog and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Policies and sanctions related to copyright infringement and liabilities students may face for unauthorized distribution of copyrighted materials	Student academic file, and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
School's policies regarding all vaccinations	Student academic file, and on our website under consumer information-Health and Safety <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Notification of Drug Free Workplace	Student academic file, and on our website under consumer information-Health and Safety <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Description of drug and alcohol abuse prevention program, including legal sanctions associated with drug-related offenses, health risks, available counseling and treatment, and institutional sanctions for non-compliance with standards of conduct	Student academic file, and on our website under consumer information-Health and Safety <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Biennial review of drug prevention program to determine the effectiveness of the program and other related data	Student academic file, and on our website under consumer information-Health and Safety <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>

Voter registration information	Student academic file, and on our website under consumer information-Voter Registration <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
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<b>Academic Information</b>	
Names of associations, agencies, and government bodies that accredit, approve, or license the institution and its programs	School catalog and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Procedures for a student to obtain or review the institution's accreditation, licensure, or approvals(s)	School catalog and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
List of faculty	School catalog and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Information on all programs offered – certificate awarded, length of program, definition of full-time student, definition of academic year, plans for improving academic programs	School catalog and on our website under program information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Instructional, laboratory, and other facilities associated with the academic programs	School catalog and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Availability of a GED program	School catalog
School policies on transfer of credit, including the criteria regarding the credit earned at another school	School catalog and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
International Standard Book Number (ISBN) and retail price for required and recommended textbooks and supplemental material	School catalog and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Course schedule information	Course schedules for subsequent courses are provided to students approximately one week prior to the start of each class
Method for Pell eligible student to obtain or purchase books and supplies required for the payment period	The Institute does not charge separately for books and supplies. All books and supplies are included in the cost of tuition.

<b>Finances &amp; Financial Aid Information</b>	
Cost of attending the institution including tuition and fees, books and supplies, room and board, and applicable transportation costs and any additional costs associated with specific programs	School catalog, and on our website under program information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a> . In addition, you may use our net price calculator at <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Institution's refund policy	School catalog , enrollment agreement, and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Federal financial aid programs available	School catalog and on our website under consumer information-Student Financial Assistance <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
State, local, institutional or private aid available	School catalog and on our website under consumer information-Student Financial Assistance <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Financial aid application procedures and standards of determining eligibility for each financial aid program	On our website under consumer information-Student Financial Assistance <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a> , or in our financial aid office
Satisfactory academic progress standards that must be maintained for Title IV eligibility	School catalog
Rights and responsibilities of students receiving financial aid	On our website under consumer information-Student Financial Assistance <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a> , or in our financial aid office
Description of financial aid disbursement procedures	Provided to all prospective/enrolled students on their Budget/Award Letter in financial aid, and can also be found in the school's Title IV Policies and Procedures Manual
Terms and conditions of Title IV HEA loans	On our website under consumer information-Student Financial Assistance <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a> , or in Entrance and Exit Interview packets provided by the financial aid office
Terms of, and schedules for, repayment of student loans	On our website under consumer information-Student Financial Assistance <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a> , or in Entrance and Exit Interview packets provided by the financial aid office
Terms and conditions under which students receiving federal loans may obtain deferments	On our website under consumer information-Student Financial Assistance <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a> , or in Entrance and Exit Interview packets provided by the financial aid office
Student loan entrance counseling	On our website under consumer information-Student Financial Assistance <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a> , or in our financial aid office

Student loan exit counseling	On our website under consumer information-Student Financial Assistance <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a> , or in our financial aid office
Code of conduct	On our website under consumer information-Student Financial Assistance <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a> , or in our financial aid office
Withdrawal process	School catalog and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Return of Title IV funds policy and the prescribed distribution order of returning Title IV funds	School catalog and on our website under consumer information-General Institutional Information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>
Financial aid information provided to prospective students who are eligible to receive Federal military and veterans' educational benefits based on Executive Order 13607 and Dear Colleague Letter GEN 12-10	On our website under consumer information-Student Financial Assistance <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a> , or in our financial aid office
VA Shopping Sheet	Financial aid office
Net price calculator	On our website under Student Financial Aid information <a href="http://www.northwesterntech.edu">www.northwesterntech.edu</a>