

Shear Finesse Beauty Academy

Fraudulent Diploma Policy

The U.S. Department of Education is requiring institutions that receive federal funds to adopt procedures to determine the validity of a student's high school diploma when the student applies for Federal Aid through the FAFSA (Free Application for Federal Student Aid). To ensure compliance in a state where there is limited enforcement or direction on how to handle fraudulent diplomas, Shear Beauty Academy has adopted the following policies and procedures for handling fraudulent diplomas and transcripts used for the purpose of being eligible for admissions and/or federal financial aid.

If Shear Finesse Beauty Academy or the Department has reason to believe that the high school diploma is not valid or was not obtained from an entity that provides secondary school education we will:

1. Contact the State Department of Education where the school is located.
2. Utilize "official" and/or "unofficial lists" (*if provided by a creditable source*) that contain information regarding schools not recognized by their state, us government, or a legitimate accrediting body to provide high school diplomas or an equivalent to assist with determining the validity of a high school diploma or its equivalent.
3. Understand that exclusion on a "list" related above does not mean that a diploma from the school is valid, nor does inclusion on a "list" mean that the diploma is invalid. Some unaccredited high schools can be valid and qualify students to receive FSA funds, as well as to meet our admission standards.
4. Rely on legitimate resources on the internet provided by other states, related regulatory agencies and the U. S. Department of Education to assist with the validation of a diploma.
5. Examine the website of the issuing institution (*if applicable*). Look for red flags such as degrees that can be earned more quickly than in traditional on-campus programs, or awarding high merit for life experiences.
6. Look for proper contact information at the school. Such as, a physical mailing address for the institution (*A post office box address does not suffice for a legitimate school*), as well as a phone number to reach someone regarding the school's accreditation status.
7. Consult with other professionals and colleges as they develop their procedures for checking the validity of high school diplomas and request a list of online programs they accept and reject based on their findings.
8. Document all its findings and decisions related to validating the legitimacy of a diploma or adding a school to an approved/unapproved list of valid secondary institutions.

The following documents and information the school considers acceptable to validate whether the student has a high school diploma or its equivalent are:

- For admissions purposes and school policy: A high school diploma or its equivalent, GED, an official transcript of secondary school completion, or a state certification of home-school completion. For students who completed their secondary schooling outside the United States, comparable documents can help, as can the services of companies that determine the validity of foreign secondary school credentials.

- If the applicant has attended post secondary school before; Official Transcript from the school licensed by the state of location and accredited by an agency recognized by the United States Department of Education and along with printed NSLDS (National Student Loan Database System) history of aid (if applicable) to verify if the student has attended other Title IV schools prior to applying to Shear Finesse Beauty Academy.
- A student may self-certify on the FAFSA that he/she has received a high school diploma or GED or that he has completed secondary school through homeschooling as defined by state law. If the student indicates that he has a diploma or GED, the United States Department of Education (USDOE) is not required to ask for a copy. However Shear Finesse Beauty Academy will require a copy of the diploma from the school indicated on the FAFSA and ***not rely on the student's certification alone for admissions or to validate a high school diploma in question.*** A copy is maintained in the students file to satisfy other regulatory agency requirements.

Please Note:

1. Shear Finesse Beauty Academy has final authority in meeting the requirement of “admitting as regular students only those with a high school diploma or the recognized equivalent or who are beyond the age of compulsory school attendance.” The U.S. DOE **does not plan to have an appeal process or to intervene in reasonable judgments of school administrators**, such as a decision to move a high school from a college’s acceptable to unacceptable list or a case where one school has different lists than another.
2. If the diploma is found to be valid, the applicant will be allowed to complete the enrollment process. However, if the diploma and/or documentation provided cannot be validated the applicant will not be allowed to enroll in Shear Finesse Beauty Academy.
3. The school no **longer accepts students under the Ability to Benefit Criteria (ATB)**