



Friday, March 13, 2015

Dear School Owners and Other Interested Parties:

This webinar discusses the complexities and importance of an institution's Leave of Absence (LOA) policy for its students. Although it is important to note that LOA's are optional for schools to utilize, we understand that un-foreseen circumstances can arise or planned vacations can occur, so more often than not, schools choose to implement a Leave of Absence policy. If this is the case, it is critically important that an institution's LOA policy be in compliance with NACCAS' Policy IV.06 - Leave of Absence Policy. If an LOA policy is not in compliance, or is not implemented correctly and consistently, multiple limitations could result for an institution, especially as LOA's can affect an institution's attendance policy, refund policy and most importantly fully-executed enrollment agreements. If this information seems useful to your organization, please join **Yvette Brooks**, Senior Accreditation Specialist, and **Anthony Ray**, Regional Accreditation Specialist for a one-hour webinar and complete discussion of LOA's.

So, SAVE THE DATE:

- Leave of Absence
 - Date: Thursday, March 26, 2015
 - Time: 2:30 pm EDT
 - **To register for this webinar, [click HERE](#).**

All webinars are free and open to any and all interested parties. (Note: if you are not attending as a representative of a school, simply answer "N/A" to the registration questions of "School Name" and "Reference Number").

If you have any questions regarding the webinar, please contact Alicia Williams, Director of Human Resources and Training, at awilliams@naccas.org. We look forward to your participation!