

DATE: November 10, 2011

SUBJECT: Temporary Authorization of New Institutions under the Postsecondary Authorization Act

ACTION RECOMMENDED: Temporary Authorization

BACKGROUND INFORMATION: The Commission, under the Postsecondary Authorization Act, has the “power and duty” to act upon applications for authorization to operate an educational institution in the state. For the institutions listed below, applications have been reviewed, site visits have been performed, and staff has determined that all necessary documentation and bonds have been secured. The Committee on Postsecondary Educational Institutions met on October 27, 2011 and endorsed staff recommendations for Temporary Authorization of these institutions.

**A. Academy of Make-up Arts
1321 Murfreesboro Road, Suite 731, Nashville, TN 37217**

Corporate Structure:	Limited Liability Corporation (LLC)
Accreditation:	None
Title IV Funding:	No

Academy of Make-up Arts, LLC is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Nashville, Tennessee.

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| 1. Program: | Freelance Makeup Artist |
| Credential Awarded: | Certificate of Training |
| Length of Program: | 96 Contact Hours (1 month) |

**B. American Red Cross – Nashville Area Chapter
2201 Charlotte Avenue, Nashville, TN 37203**

Corporate Structure:	Not-for-Profit Corporation
Accreditation:	None
Title IV Funding:	None

American Red Cross – Nashville Area Chapter is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Nashville, Tennessee.

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| 1. Program: | Certified Nurse Assistant |
| Credential Awarded: | Certificate of Completion |
| Length of Program: | 118 Contact Hours (1.15 months) |

**C. CCS Truck Driving School, Inc.
134 Joe R McCrary Road, Fall Branch, TN 37656**

Corporate Structure: S-Corporation
Accreditation: None
Title IV Funding: No

CCS Truck Driving School, Inc. is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Fall Branch, Tennessee.

1. Program: CDL Class A Tractor Trailer Refresher
Credential Awarded: Certificate of Completion
Length of Program: 45 contact hours (5 days)
2. Program: Entry Level Tractor Trailer Driver Training
Credential Awarded: Certificate of Completion
Length of Program: 171 contact hours (3.8 weeks)

**D. HRB Tax Group, Inc.
565 South Jefferson Ave., Cookeville, TN 38501**

Corporate Structure: For-Profit Corporation
Accreditation: None
Title IV Funding: No

HRB Tax Group, Inc. is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Cookeville, Tennessee.

1. Program: H&R Block Introduction to Income Tax Course
Credential Awarded: Certificate
Length of Program: 84 contact hours (3.5 months)

**E. HRB Tax Group, Inc.
420 East Hull Ave., Gainesboro, TN 38562**

Corporate Structure: For-Profit Corporation
Accreditation: None
Title IV Funding: No

HRB Tax Group, Inc. is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Gainesboro, Tennessee.

1. Program: H&R Block Introduction to Income Tax Course

Credential Awarded: Certificate
Length of Program: 84 contact hours (3.5 months)

**F. HRB Tax Group, Inc.
2609-C Adair Drive, Suite 103, Knoxville, TN 37918**

Corporate Structure: For-Profit Corporation
Accreditation: None
Title IV Funding: No

HRB Tax Group, Inc. is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Knoxville, Tennessee.

1. Program: H&R Block Introduction to Income Tax Course
Credential Awarded: Certificate
Length of Program: 84 contact hours (3.5 months)

**G. HRB Tax Group, Inc.
111 Kefauver Lane, Suite 6, Madisonville, TN 37354**

Corporate Structure: For-Profit Corporation
Accreditation: None
Title IV Funding: No

HRB Tax Group, Inc. is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Madisonville, Tennessee.

1. Program: H&R Block Introduction to Income Tax Course
Credential Awarded: Certificate
Length of Program: 84 contact hours (3.5 months)

**H. HRB Tax Group, Inc.
367 W. Lincoln Street, Tullahoma, TN 37388**

Corporate Structure: For-Profit Corporation
Accreditation: None
Title IV Funding: No

HRB Tax Group, Inc. is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Tullahoma, Tennessee.

1. Program: H&R Block Introduction to Income Tax Course
Credential Awarded: Certificate
Length of Program: 84 contact hours (3.5 months)

**I. Liberty Tax Service
1607 Ft. Campbell Blvd., Clarksville, TN 37042**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Clarksville, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 contact hours (1.5 - 2.5 months)
2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 contact hours (6 days)

**J. Liberty Tax Service
680 N. Germantown Parkway, Cordova, TN 38018**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Cordova, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 contact hours (1.5 - 2.5 months)
2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 contact hours (6 days)

**K. Liberty Tax Service
3035 Rhea County Highway, Dayton, TN 37321**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Dayton, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 contact hours (1.5 - 2.5 months)
2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 contact hours (6 days)

**L. Liberty Tax Service
418 Highway 46 South, Suite D, Dickson, TN 37055**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Dickson, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 contact hours (1.5 - 2.5 months)
2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 contact hours (6 days)

**M. Liberty Tax Service
5503-F Highway 153, Hixson, TN 37343**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Hixson, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 contact hours (1.5 - 2.5 months)
2. Program: Rapid Class
Credential Awarded: Certificate

Length of Program: 30 contact hours (6 days)

**N. Liberty Tax Service
1005 N. Roan St., Johnson City, TN 37601**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Johnson City, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 contact hours (1.5 - 2.5 months)
2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 contact hours (6 days)

**O. Liberty Tax Service
119 E. Broadway St., Lenoir City, TN 37771**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Lenoir City, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 contact hours (1.5 - 2.5 months)
2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 contact hours (6 days)

**P. Liberty Tax Service
124 Harrison Lane, Suite 106, Soddy Daisy, TN 37379**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Soddy Daisy, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 contact hours (1.5 - 2.5 months)
2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 contact hours (6 days)

**Q. Liberty Tax Service
123 W. Reelfoot Ave., Union City, TN 38261**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Union City, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 contact hours (1.5 - 2.5 months)
2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 contact hours (6 days)

**R. Professional Bartending School of Knoxville
8078 Kingston Pike Suite 122, Knoxville, TN 37919**

Corporate Structure: S-Corporation
Accreditation: None
Title IV Funding: None

Change of Ownership:

The Professional Bartending School of Knoxville was purchased from RJK, Inc. and Ms. Regina Marino and is now owned by RoyDay, Inc. and Mr. David Edwards. This change was made on June 1, 2011. The institution is a S Corporation and has been authorized by THEC since 2005.

The institution will offer one program that is already approved by THEC:

1. Program: Bartending/Mixology Program

Credential Awarded: Certificate of Completion
Length of Program: 40 contact hours (2 weeks)

The Professional School of Bartending of Knoxville is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Knoxville, Tennessee.

1. Program: Basic Bartending
Credential Awarded: Certificate of Completion
Length of Program: 32 contact hours (2 weeks)

S. Remington College – Online
500 International Parkway, Heathrow, FL

Corporate Structure: Not-For-Profit Corporation
Accreditation: Accrediting Commission of Career Schools and Colleges
Title IV Funding: Yes

Remington College - Online is seeking authorization for five new programs. The programs will be offered in a distance learning format. All classes are available on-line.

1. Program: Business Administration
Credential Awarded: Bachelor of Applied Science
Length of Program: 120 semester credit hours (36 months)
2. Program: Criminal Justice
Credential Awarded: Bachelor of Applied Science
Length of Program: 60 semester credit hours (18 months)
3. Program: Organizational Management
Credential Awarded: Bachelor of Applied Science
Length of Program: 60 semester credit hours (18 months)
4. Program: Criminal Justice
Credential Awarded: Associate of Applied Science
Length of Program: 60 semester credit hours (18 months)
5. Program: Paralegal
Credential Awarded: Associate of Applied Science
Length of Program: 60 semester credit hours (18 months)

T. SAE Institute of Technology
7 Music Circle North, Nashville, TN, 37203

Corporate Structure: C-Corporation
Accreditation: Accrediting Commission of Career Schools and Colleges

Title IV Funding: Yes
Change of Ownership:

The corporation of SAE Group, Inc. is now parented by Navitas Limited. SAE Group, Inc. remains the first-level owner of the institution. This change was made on March 31, 2011. The institution is a C Corporation and has been authorized by THEC since 1998.

The institution will offer four programs that are already approved by THEC:

1. Program: Audio Technology
Credential Awarded: Associates of Audio Technology
Length of Program: 70 credit hours (16 months)
2. Program: Music Business
Credential Awarded: Associates of Music Business
Length of Program: 69 credit hours (12 months)
3. Program: Audio Technology
Credential Awarded: Diploma of Audio Technology
Length of Program: 900 contact hours (9 months Full-Time)
(18 months Part-Time)
4. Program: Music Business
Credential Awarded: Diploma of Music Business
Length of Program: 45 credit hours (12 months)

SAE Institute of Technology – Nashville is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Nashville, Tennessee.

1. Program: Audio Technology
Credential Awarded: Diploma of Audio Technology
Length of Program: 45 credit hours (12 months)

**U. Virginia College School of Business and Health
5003 N. Broadway Street, Knoxville, TN 37918**

Corporate Structure: Limited Liability Corporation
Accreditation: Accrediting Council for Independent Colleges and Schools**
Title IV Funding: Not at This Time**

Virginia College School of Business and Health is seeking approval for nineteen new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Knoxville, Tennessee.

1. Program: Business Administration
Credential Awarded: Bachelor of Applied Science

- Length of Program: 188 quarter credit hours (45 Months)
2. Program: Criminal Justice
 Credential Awarded: Bachelor of Applied Science
 Length of Program: 180 quarter credit hours (45 Months)
 3. Program: Human Resource Management
 Credential Awarded: Bachelor of Applied Science
 Length of Program: 188 quarter credit hours (48 Months)
 4. Program: Network Management
 Credential Awarded: Bachelor of Applied Science
 Length of Program: 180 quarter credit hours (45 Months)
 5. Program: Accounting Specialist
 Credential Awarded: Associate of Applied Science
 Length of Program: 96 quarter credit hours (24 Months)
 6. Program: Business Administration
 Credential Awarded: Associate of Applied Science
 Length of Program: 96 quarter credit hours (24 Months)
 7. Program: Criminal Justice
 Credential Awarded: Associate of Applied Science
 Length of Program: 96 quarter credit hours (24 Months)
 8. Program: Healthcare Reimbursement
 Credential Awarded: Associate of Applied Science
 Length of Program: 96 quarter credit hours (24 Months)
 9. Program: Human Resource Management
 Credential Awarded: Associate of Applied Science
 Length of Program: 96 quarter credit hours (24 Months)
 10. Program: Medical Assistant
 Credential Awarded: Associate of Applied Science
 Length of Program: 96 quarter credit hours (24 Months)
 11. Program: Medical Office Administration
 Credential Awarded: Associate of Applied Science
 Length of Program: 96 quarter credit hours (24 Months)
 12. Program: Network Engineering
 Credential Awarded: Associate of Applied Science
 Length of Program: 100 quarter credit hours (24 Months)
 13. Program: Office Administration
 Credential Awarded: Associate of Applied Science
 Length of Program: 96 quarter credit hours (24 Months)

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| 14. | Program:
Credential Awarded:
Length of Program: | Paralegal Studies
Associate of Applied Science
96 quarter credit hours (24 Months) |
| 15. | Program:
Credential Awarded:
Length of Program: | Salon Management
Associate of Applied Science
36 quarter credit hours (6 Months) |
| 16. | Program:
Credential Awarded:
Length of Program: | Administrative Assistant
Diploma
48 quarter credit hours (12 Months) |
| 17. | Program:
Credential Awarded:
Length of Program: | Medical Assistant
Diploma
60 quarter credit hours (15 Months) |
| 18. | Program:
Credential Awarded:
Length of Program: | Medical Billing and Coding
Diploma
60 quarter credit hours (15 Months) |
| 19. | Program:
Credential Awarded:
Length of Program: | Pharmacy Technician
Diploma
60 quarter credit hours (15 Months) |

Given the current status of the operations of Virginia College School of Business and Health, the institution has agreed that it will not advertise its educational program offerings until it has obtained accreditation from the Accrediting Council for Independent Colleges and Schools. Virginia College School of Business and Health has acknowledged that upon receipt of accreditation it may recruit and enroll students for the proposed April 2012 start date provided that the institution shall not collect any payments from any potential students or begin instruction until DPSA conducts a successful site visit and the institution establishes possession and installation of required program equipment and produces a certificate of occupancy and copies of all executed externship affiliation agreements for all applicable allied health related programs.

**Accrediting Council for Independent Colleges and Schools (ACICS) approval is contingent upon approval of the branch campus by the Tennessee Higher Education Commission. It is expected that the institution will become Title IV eligible by applying through the United States Department of Education, once ACICS approval has been received.