

## TRANSPARENCY STATEMENT

At VRTWC College, our commitment to transparency and integrity forms the cornerstone of our mission to provide quality vocational training. We take pride in fostering a safe, inclusive, and ethical environment for our students, staff, and third-party affiliates.

### Respect and Protection of Students

We prioritize the well-being and development of our students by:

- **Maintaining Privacy:** We adhere strictly to all privacy laws and regulations, ensuring that personal information is collected, used, and protected responsibly.
- **Equal Opportunity:** We promote an inclusive atmosphere where every student is treated with fairness and respect, regardless of background, race, gender, or other personal characteristics.
- **Support Systems:** Our support services are designed to help students achieve their academic and professional goals, offering counseling, mentoring, and additional resources as needed.

### Engagement with Third-Party Affiliates

Our partnerships with third-party affiliates are built on a foundation of trust and mutual respect:

- **Ethical Collaborations:** We engage only with affiliates who share our commitment to ethical practices and compliance with all applicable regulations.
- **Clear Communication:** We maintain open and transparent communication with our affiliates, ensuring that all parties are well-informed and aligned with our values and objectives.
- **Data Security:** We implement stringent data security measures to protect sensitive information shared with our affiliates.

### Regulatory Compliance

We are dedicated to upholding the highest standards of legal and regulatory compliance:

- **Ongoing Training:** Our staff regularly undergoes training to stay updated on the latest regulations and best practices.
- **Audit and Review:** We conduct regular audits and reviews to ensure our processes meet or exceed regulatory requirements.
- **Accountability:** We hold ourselves accountable for our actions and are committed to continuous improvement through feedback and self-assessment.

### BPPE School Requirements

#### 1. Licensing Applications:

- **Approval to Operate:** Schools must apply for approval to operate, whether accredited or non-accredited.



- Renewal: Approval must be renewed periodically.
  - Changes: Any changes in educational objectives, location, method of instructional delivery, or ownership must be reported and approved.
2. Accreditation:
- Accreditation Plans: Schools must submit and maintain approved accreditation plans.
  - Performance Fact Sheet: An annual performance fact sheet must be submitted.
3. Annual Reports:
- Reporting: Schools must file annual reports with the BPPE, including information on all locations and programs.
  - Public Disclosure: Annual reports must be posted on the school's website.
4. Student Resources:
- Transcript Information: Schools must provide accurate and accessible transcript information.
  - School Closure Information: Schools must notify the BPPE and students in case of closure.
5. Compliance and Inspections:
- Workshops: Schools are encouraged to participate in BPPE workshops to stay updated on regulations.
  - Inspections: Schools may be subject to inspections to ensure compliance with BPPE standards.

## Essential Information Needed

- Detailed Program Information: Curriculum, course descriptions, and learning outcomes.
- Accreditation Status: Proof of accreditation or a plan for achieving accreditation.
- Financial Information: Tuition fees, refund policies, and financial aid options.
- Student Support Services: Counseling, tutoring, and other support services available to students.
- Complaint Resolution Process: Procedures for handling student complaints and grievances.
- Data Security Measures: Policies for protecting student and third-party data. At VRTWC College, we believe that transparency is essential to building trust and fostering a positive learning environment. We are committed to upholding these principles in all aspects of our operations.

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