

## **IC 21-17-4**

### **Chapter 4. Private Technical and Trade School Registration**

#### **IC 21-17-4-1**

##### **Purpose of chapter**

Sec. 1. It is the purpose of this chapter to promote and encourage pupil personnel and guidance services by centralizing information about private technical, vocational, correspondence, and trade schools in the department of education.

*As added by P.L.2-2007, SEC.258.*

#### **IC 21-17-4-2**

##### **Registration with the department of education**

Sec. 2. Not later than thirty (30) days before conducting business in Indiana and before February 1 of each subsequent year, a private technical, vocational, correspondence, and trade school conducting business in Indiana shall register with the department of education.

*As added by P.L.2-2007, SEC.258.*

#### **IC 21-17-4-3**

##### **Information required**

Sec. 3. A private technical, vocational, correspondence, and trade school shall provide the following information to the department of education when the private technical, vocational, correspondence, and trade school registers under this chapter:

- (1) Name and address of agency or institution and each of its centers of operation.
- (2) Its curriculum for the preceding year, including a brief description of each course offered.
- (3) Tuition charges for each course or credit hour.
- (4) A description of each degree or certificate offered and the requirements for obtaining the described degrees and certificates.
- (5) Sample copy of any contract with a student used by the private technical, vocational, correspondence, and trade school.

*As added by P.L.2-2007, SEC.258.*

#### **IC 21-17-4-4**

##### **Publicity**

Sec. 4. A private technical, vocational, correspondence, and trade school that is registered under this chapter is not entitled to use its registration under this chapter for publicity purposes in any manner.

*As added by P.L.2-2007, SEC.258. Amended by P.L.3-2008, SEC.133.*

#### **IC 21-17-4-5**

##### **File on each registered school; grievances, complaints, or comments**

Sec. 5. The department of education shall:

(1) maintain a file of each private technical, vocational, correspondence, and trade school registered with the department of education; and

(2) preserve in the file any grievances, complaints, or other comments about the private technical, vocational, correspondence, and trade school that have been received.

*As added by P.L.2-2007, SEC.258. Amended by P.L.3-2008, SEC.134.*

**IC 21-17-4-6**

**Public accessibility to files**

Sec. 6. The files must be accessible to the public upon request.

*As added by P.L.2-2007, SEC.258.*