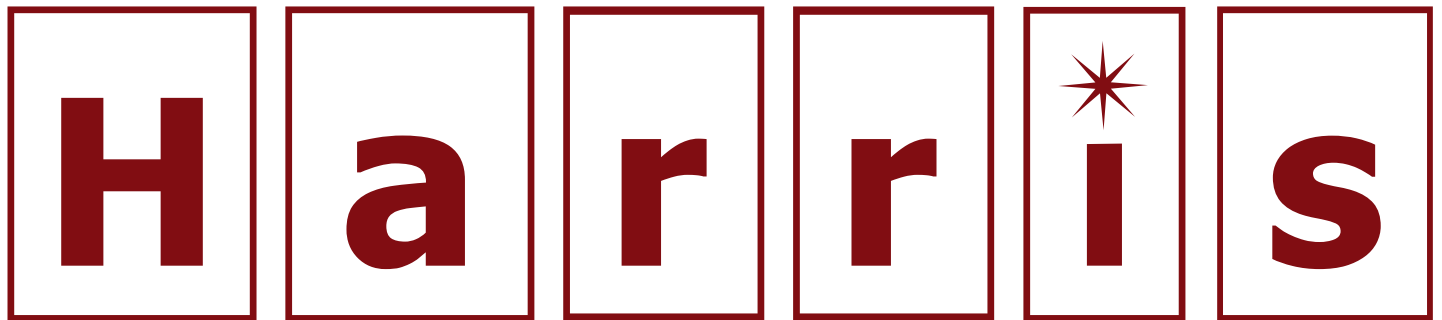


# Catalog Addendum



## School of Business

**Dover, DE**

Revised: March 25, 2019

# Premier Education Group Policy on Temporary Leave of Absence - Extern/Internship Only

## Purpose of Policy:

This policy was developed to address current intern/externship students, as well as potential intern/extern students, unable to begin or continue the intern/externship portion of their program. The policy only applies to students who are unable to start or continue on site due to the Intern/Extern sites decision to suspend their participation in the program until the COVID19 virus and threat has been neutralized. No leave of absence will extend beyond 180 days per Federal guidelines.

**Note:** A student's decision to not participate in Intern/Extern during this time is not grounds for approval of a LOA.

This policy will be implemented throughout all Premier Education Group schools until such time as it is determined that normal operations can resume and sites reopen.

## Steps for Requesting a Leave of Absence ("LOA"):

1. Documentation must be received by the campus from the potential site or existing site informing the school that the site is temporarily suspending their participation as an intern/externship site due to the COVID-19 outbreak.
  2. Student must submit a request in writing to the campus for a temporary leave of absence. This writing request can be mailed, or emailed to the attention of the campus administration
  3. Once request has been received at the campus-level, the request is forwarded to Education Help at [educationhelp@pegschools.com](mailto:educationhelp@pegschools.com) for final approval.
  4. Education Help will provide the campus with a decision in writing and will forward the documentation to Registrar Help to implement the status change on the student.
- \* It is the Campus' responsibility to stay in touch with and track their Intern/Externs or Potential Intern/Externs while on a temporary leave of absence.

# VA Pending Payment Compliance

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school will not:

- Prevent the students enrollment;
- Assess a late penalty fee to;
- Require student secure alternative or additional funding;
- Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Provide Chapter 33 Certificate of Eligibility (or its equivalent) or for Chapter 31, VA VR&E's contract with the school on VA Form 28-1905 by the first day of class.
- Note: Chapter 33 students can register at the VA Regional Office to use E-Benefits to get the equivalent of a Chapter 33 Certificate of Eligibility. Chapter 31 student cannot get a completed VA Form 28-1905 (or any equivalent) before the VA VR&E case-manager issues it to the school.
- Provide written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies

It is the student's responsibility for payment of the amount that is the difference between the amount of the student's financial obligation and the amount of the VA education benefit disbursement.

# Extern Sites

Employer	Address	City	State	Zip
Akumin	300 Health Services Drive Suite 303	Seaford	DE	19973
Ambient Care	24459 Sussex Highway - #2	Seaford	DE	19973
Atlantic Women's Care	306 Polk Ave	Milford	DE	19963
Blue Hen Surgery Center	655 S. Bay Road Suite 5B	Dover	DE	19901
Camden Medical Center	4601 South Dupont Highway Suite 2 Lockmeath Plaza	Dover	DE	19901
Chesapeake Health Care	1647 Woodbrooke Drive	Salisbury	MD	21804
Chester River Physicians	6602 Church Hill Rd Suite 500	Chestertown	MD	21620
Coastal Care and Dermatology	285424 Dupont Blvd	Millsboro	DE	19966
Community Midwifery	1933 West Denneys Road	Dover	DE	19904
Computerized Billing Services	8382 Chestnut Court	Lincoln	DE	19960
Crozer Keystone Surgery Center	2010 West Chester Pike #212	Havertown	PA	19083
Dedicated to Women OB/GYN	200 Banning St Suite 320	Dover	DE	19904
Delaware Cardiovascular Associates	121 Becks Wood Drive Suite 200	Bear	DE	19701
Delaware Digestive Diseases	904 Middleford Rd	Seaford	DE	19973
Delaware Medical Care	51 Deak Dr	Smyrna	DE	19977
Delaware OBGYN and Women's Health	1057 S Bradford St	Dover	DE	19904
Delaware Medical Management Services	71 Omega Drive Building D	Newark	DE	19702
Dr. Jack Milligan's Office	766 S State Street	Dover	DE	19904
Dr. Kumar Sambhab	874 B Walker Road	Dover	DE	19904
Eranga Cardiology	811 S Governors Ave	Dover	DE	19904
Family Health of Delaware	640 S Queen St	Dover	DE	19904
Family Wellness Center	2114 S. DuPont Highway	Camden-Wyoming	DE	19937
Got A Doc	25935 Plaza Drive	Millsboro	DE	19966
Got a Doc	1309 Savannah Rd	Lewes	DE	19958
Governors Family Practice	1177 S. Governors Ave	Dover	DE	19904
Growing Bones Orthopedic	1057 S Bradford Street	Dover	DE	19904
Internal Medicine Dr Vineet Puri	200 Banning Street	Dover	DE	19904

<b>Employer</b>	<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
Internal Medicine of Dover	725 S. Queen St	Dover	DE	19904
Kathryn Ford Family Practice	870 S. Governors Ave	Dover	DE	19904
Kent Pediatrics	1102 S. DuPont Highway Suite 1	Dover	DE	19901
Kent Pulmonary Associates	807 S Bradford St	Dover	DE	19904
Lily Internal Medicine	1019 Mattlind Way	Milford	DE	19963
Living Great Medical	1027 South Bradford Street	Dover	DE	19904
Mercy Care for Women's Health	819 South Governors Avenue	Dover	DE	19901
Mercy Medical Center	301 St. Paul Street	Baltimore	MD	21202
Nanticoke Memorial Hospital	801 Middleford Rd	Seaford	DE	19973
Northnode Treatment Center	1326 S Governors Ave	Dover	DE	19901
Ocean Medical Imaging	611 Federal St	Milton	DE	19968
Peninsula Regional Medical Center	100 E Carroll St	Salisbury	MD	21801
Premier Dermatology & Cosmetic Surgery Center	537 Stanton Christiana Rd Suite 107	Newark	DE	19713
Saint Francis Hospital	701 N Clayton St	Wilmington	DE	19805
Seaford Internal Medicine	1501 Road 535	Seaford	DE	19973
Seaside Endoscopy	34444 King Street Row	Lewes	DE	19958
Southern Delaware Medical Group Dover	200 Banning Street Suite #380	Dover	DE	19904
Southside Family Practice	230 Beiser Blvd, Suite 230	Dover	DE	19904
Union Hospital	106 Bow St	Elkton	MD	21921
University of Maryland Medical Center	29 S Greene St GS101	Baltimore	MD	21201
Virtua Hospital Mt. Holly	62 Richmond Avenue	Mt. Holly	NJ	08060
Work Pro	283 Dupont Highway	Dover	DE	19904

