

## **Annual Consumer Information Notification 2018-2019**

Nazarene Theological Seminary, in compliance with Federal regulations, provides the following consumer information to current and prospective students, as well as current and prospective employees. All links are current, working, and open the proper webpage or pdf as of 10/01/2018.

### **General Institutional Information**

Information about Nazarene Theological Seminary's accreditation, physical facilities, cost of attendance, academic programs, personnel, and policies and procedures may be found in official school publications and on Nazarene Theological Seminary's website. Paper copies may be obtained by contacting the individual offices at the seminary by calling 816-268-5400 or in writing to 1700 E. Meyer Blvd., Kansas City, MO 64131. An electronic copy may be accessed by visiting the NTS web site at <https://www.nts.edu/accreditation-compliance/>

### **Financial Aid**

Information about Nazarene Theological Seminary's financial assistance program for students may be found in the Seminary's Catalog, the Student Handbook, and in the Scholarship and Financial Aid Handbook. Paper copies of any of these documents may be obtained by contacting the Seminary Financial Aid Office at 1700 E. Meyer Blvd., Kansas City, MO 64131, or by calling 816-268-5424. An electronic copy may be accessed by visiting the NTS web site at <https://www.nts.edu/students/>

### **Drug and Alcohol Abuse Prevention**

Information about Nazarene Theological Seminary's drug and alcohol abuse prevention program may be found in the Staff Handbook and the Student Handbook. Paper copies of these documents may be obtained by contacting the Seminary Academic Dean's office or Business Office at 1700 E. Meyer Blvd., Kansas City, MO 64131, or by calling 816-268-5400. An electronic copy of the Student Handbook may be accessed by visiting the NTS web site at <https://www.nts.edu/students/> An electronic copy of the Staff Handbook is available to employees through the institutional intranet.

### **Campus Security**

Information about Nazarene Theological Seminary's report to the Department of Education in compliance with the Crime Awareness and Campus Security Act of 1990 may be obtained by contacting the Seminary Financial Aid Office at 1700 E. Meyer Blvd., Kansas City, MO 64131, or by calling 816-268-5424. An electronic or paper copy may be obtained by sending an email inquiry to [jshunk@nts.edu](mailto:jshunk@nts.edu) or by visiting <https://www.nts.edu/accreditation-compliance/>. Further, one can access the report by navigating to <https://ope.ed.gov/campussafety/#/institution/search> and searching for Nazarene Theological Seminary.

### **Family Education Rights and Privacy Act (FERPA)**

Information about Nazarene Theological Seminary's compliance with FERPA may be found in the Seminary Catalog and the Student Handbook as well as on the NTS website at <https://www.nts.edu/accreditation-compliance/>. A paper copy may be obtained by contacting the Seminary's Office of Enrollment Services at 1700 E. Meyer Blvd., Kansas City, MO 64131, or by calling 816-268-5400. An electronic copy of the above handbooks may be accessed by visiting the NTS web site at <https://www.nts.edu/students/>.

## **Student Complaint Processes**

In compliance with 34 CFR 668.43(b) Nazarene Theological Seminary makes available for review to any enrolled or prospective student upon request, a copy of the documents describing the institution's accreditation and its State, Federal, or tribal approval or licensing. Nazarene Theological Seminary also provides its students or prospective students with contact information for filing complaints with its accreditor and with its State approval or licensing entity and any other relevant State official or agency that would appropriately handle a student's complaint. Please keep in mind that in states where NTS has a presence, we are listed as an "exempt" entity due to being a religious institution. Therefore, some, or all, of these state agencies may not process complaints due to NTS being an exempt institution. Paper copies of these documents may be obtained by contacting the Seminary Financial Aid at 1700 E. Meyer Blvd., Kansas City, MO 64131, or by calling 816-268-5424. The following links (current as of 10/01/2018) provide the information needed to file formal complaints of Nazarene Theological Seminary for each state where Nazarene Theological Seminary has a presence:

Nazarene Theological Seminary is accredited by the Association of Theological Schools. Grievances against Nazarene Theological Seminary may be made by contacting ATS at: 10 Summit Park Drive Pittsburgh PA 15275-1110  
Telephone: 412-788-6505 Fax: 412-788-6510

Students will need to follow the procedures of filing a complaint as found in section XII of the ATS policies and procedures manual found at <http://www.ats.edu/uploads/accrediting/documents/commission-policies-and-procedures.pdf>

### **Missouri**

<http://dhe.mo.gov/documents/POLICYONCOMPLAINTRESOLUTION-reviseddraft.pdf>

This link details the Missouri Department of Higher Education formal complaint process including a contact number to call to file a formal complaint against NTS at its main campus in Kansas City, MO. Please read over and follow the instructions in this document to file a formal complaint.

### **California**

<http://bppe.ca.gov/enforcement/complaint.shtml>

This link provides contact information and details on how to file a formal complaint against NTS at PLNU through the California Bureau for Private Postsecondary Education. Please follow the instructions given on this webpage.

### **Massachusetts**

<http://www.mass.edu/forstufam/complaints/complaints.asp>

This link provides details on how to file a formal complaint against NTS at ENC through the Massachusetts Department of Higher Education. Please follow the link and further instructions given on this webpage.

**Ohio**

<https://www.ohiohighered.org/students/complaints> This link provides information on the steps to take to file formal complaints and has an online complaint form to file complaints against NTS at MVNU.

**Oklahoma**

<http://www.okhighered.org/current-college-students/complaints.shtml> This link provides information on the steps to take to file formal complaints and has an online complaint form to file complaints against NTS at SNU.