



Physical & Financial Hardship Policy

(Willowbrook, IL)

Purpose of Policy

ETI School of Skilled Trades pledges to stay in compliance with all local, state, federal and accrediting agency requirements. The Illinois office of Higher Education, has published the (a)* **(110 ILCS66/) Student Debt Assistance Act**. This act requires the school to have a financial or physical hardship withdrawal process in place to assist students that must withdraw from the institution due to a significant financial or physical hardship and then assist them with re-enrolling into the institution. Below are the hardships that shall be included, but are not limited to:

- 1) Serious injury or illness;
- 2) Chronic illness;
- 3) A medical issue of a family member in which the student has to become a part-time or full-time caretaker of that family member;
- 4) A mental health condition;
- 5) A sudden or consistent lack of transportation issue; and
- 6) A significant cost of living increase.
- 7) Additional reasons may be approved by the Campus President of ETI School of Skilled Trades.

(b) Financial and/or Physical Hardship Withdrawal Process

Any student at ETI School of Skilled Trades that is experiencing a financial or physical hardship, as outlined above, will reach out to the Director of Financial Aid or Director of Education, depending on the circumstances. At the time of withdrawal, a student may request the withdrawal be due to one of the hardships previously listed in this policy. At this time, the Director of Financial Aid and/or the Director of Education will develop a plan to make the withdrawal process manageable for the student. If the student chooses to re-enter into the program later, they will need to reach back out to the Director of Financial Aid and/or Director of Education to begin the process. If approved to re-enter, the student will be able to continue their program with no penalties.