



NOTICE OF TEACH OUT – CERTIFIED NURSING ASSISTANT PROGRAM

Date: August 16, 2023

Subject: Disclosure Notice of Teach Out

Program: Certified Nursing Assistant

The following information addresses the teach out plan for the Certified Nursing Assistant Program (“program”) at Woodruff Medical and Wellness Training (“institution”): Due to a shift in employment demand, the institution has decided to cease new enrollment into the program and teach out the existing students. The institution is not ceasing operations and will teach all students in house without transferring students to other institutions.

Because the institution is not ceasing operations, the following will apply:

- The same number of faculty and staff allocated to the program will remain in place until the last student graduates.
- Existing support services will remain intact until the last student graduates.
- Resources are allocated to ensure the student’s experience does not change resulting from the teach out.
- Facilities and equipment used will not change because of the teach out.
- Since the institution is not closing, no policies will change because of the teach out. This includes the withdrawal policy, transfer policy, and institutional refund policy.
- Records will be kept as consistent with all graduates in all programs.

This Notice of Teach Out will be emailed to each student enrolled in the program as well as posted on the message board on campus.