

TRANSCRIPT/CERTIFICATE FINANCIAL HOLD EXEMPTION POLICY PURSUANT TO COLORADO HB22-1049

1. Current and former students may be subject to a transcript/certificate hold when such individual owes certain debts to American Home Inspectors Training for tuition. Individuals will be subject to such a hold if they fail to make a scheduled payment of any amount by the designated due date, per the Payment Plan terms outlined in American Home Inspectors Training Terms & Conditions. If an individual is subject to such a hold, their transcripts or certificates will not be released unless an exemption applies as outlined in section 2 of this policy.
2. Exemptions are granted for individuals who can demonstrate that the transcript/certificate request is required for one of the following reasons:
 - a. Job application
 - b. Transferring to another postsecondary institution
 - c. Applying for state, federal, or institutional financial aid
 - d. Pursuit of opportunities in the military or national guard
 - e. Pursuit of other postsecondary opportunities
3. Process and Procedure for Exemptions: Upon submission of a transcript/certificate request and documentation to verify an exemption, American Home Inspectors Training will review the request and make a determination regarding whether or not an exemption exists, as outlined in section 2, above. If it is determined that the individual has a valid exemption, American Home Inspectors Training will release the requested transcript/certificate. If American Home Inspectors Training determines that the individual does not meet the exemption criteria, American Home Inspectors Training will provide a written explanation of the denial of the request within seven business days.
4. Registration Holds: Individuals will no longer be able to register or enroll for courses if they fail to make a scheduled payment of any amount by the designated due date, per the Payment Plan terms outlined in American Home Inspectors Training Terms & Conditions. When payment is 60 days past due, the outstanding balance will be referred to a third-party collection agency.
5. Individuals have the option to establish a payment plan for an outstanding debt. An individual who wishes to establish a payment plan for a debt owed to American Home Inspectors Training should contact American Home Inspectors Training at 855.494.1885.
6. Complaints pertaining to HB22-1049 may be submitted to the Colorado Student Loan Ombudsperson via email to CSLSA@coag.gov.