



MIAMI-DADE COUNTY PUBLIC SCHOOLS
Office of Postsecondary Career and Technical Education
Money-Back Guarantee Program Verification Form



Miami-Dade County Public Schools Technical Colleges provide a unique money-back guarantee for students who are unable to secure employment in their field of study within six months of completing their program. This guarantee applies to the following programs:

- Aviation Powerplant Mechanics
- Heating, Ventilation Air Conditioning/Refrigeration HVAC/R) 1
- Medical Assisting

To be eligible for a refund of out-of-pocket expenses, students must fulfill all of the following criteria.

Attendance: Students must have attended at least 90% of the scheduled program hours.

Academic Performance: Students must have achieved a grade of B+ (87-89) or higher in all coursework.

Career Fair Participation: Students are required to attend the annual career fair organized by the colleges.

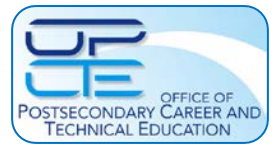
Job Search Effort: Students must provide documentation of having applied to a minimum of five jobs and having scheduled interviews.

Career Planning: Students must engage in the following career planning activities with the college's career services department:

- Consultation with a Job Placement Specialist or Student Services Designee at least once during enrollment.
- Acquisition of all program certificates and Licenses.
- Submission of an updated resume on file.
- Completion of the technical college's exit survey.
- Fulfillment of all other program specific requirements.



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Start Term: _____ Date: _____ Student ID No. _____ Student D.O.B. _____

Last Name: _____ First Name: _____ Middle Name: _____

Address: _____ City and State: _____ Zip Code: _____

Phone: _____ E-Mail Address: _____

Program Selection:

- Aviation Powerplant Mechanics Heating, Ventilation Air Conditioning/Refrigeration HVAC/R) 1
 Medical Assisting

| Requirements (Coded) | Documentation (Signed Off by Administrator or Designee and attached) |
|---|--|
| 01: Student Attendance – Student has attended 90% or more of total scheduled program hours. | |
| 02: Student Academic Performance – Student has a minimum 3.5 GPA on all program coursework. | |
| 03: Career Show/Event Attendance – Student has documented attendance for at least one career fair/event at the technical college of enrollment. | |
| 04: Job Search Documentation – Student has documentation demonstrating application to at least 5 jobs. Student has documentation that they have attended 5 scheduled job interviews. | |
| 05: Student met with job placement specialist/ designee. | |
| 06: Student earned all program certificates and/or licenses. | |
| 07: Student has completed exit survey. | |
| 08: Student has documented out-of-pocket expenses. | |

Student Signature: _____ Date: _____

-----**FOR OFFICE USE ONLY**-----

Refund Status:

Approved Amount: \$ _____ **Disapproved** Requirement Code: _____

Student Services Signature: _____ Date: _____

Principal or Designee Signature: _____ Date: _____