

Former Missouri Tech Students:

The Missouri Department of Higher Education (MDHE) has determined Missouri Tech failed to provide an adequate opportunity for students enrolled at the time of closure to complete their programs of study. Students enrolled at Missouri Tech on the date the school closed may be eligible for partial reimbursement of tuition and fees paid to the school.

Certification standards require schools to post a security deposit, which is a financial instrument designed to cover students who suffer a financial loss should a school fail to meet its obligations. The MDHE is documenting the extent of the loss suffered by students as a result of the school's failure. To that end, the MDHE requests students who were enrolled as of July 2015 to locate copies of your enrollment agreement from Missouri Tech as well as copies of any receipts or cancelled checks for payments made to the school. Please submit copies to:

Missouri Department of Higher Education  
Proprietary School Certification  
PO Box 1469  
Jefferson City, MO 65102-1469

Only claims supported by appropriate documentation can be used by the MDHE to successfully obtain the funds provided through the security deposit. Please note students who used federal funds to cover all or part of their educational costs may not make claims with the MDHE for reimbursement of those funds.

You must submit documentation of your claim no later than **April 30, 2017**. Failure to submit documentation by the deadline will result in forfeiture of any potential reimbursement.

You should be aware the school's security deposit is the sole source of funds for the MDHE to make refunds to students. Because of the amount of the deposit and the potential number of claims, refunds may be only a small percentage of what was paid. Once all claims have been received and verified, those students eligible for reimbursement will receive a claim form that must be signed, notarized, and submitted to the MDHE by the deadline on the form.

Please feel free to contact us if you have questions.

[www.dhe.mo.gov](http://www.dhe.mo.gov) • [info@dhe.mo.gov](mailto:info@dhe.mo.gov)

PO Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635