

DATE: July 26, 2012

SUBJECT: Temporary Authorization of New Institutions under the Postsecondary Authorization Act

ACTION RECOMMENDED: Temporary Authorization

BACKGROUND INFORMATION: The Commission, under the Postsecondary Authorization Act, has the “power and duty” to act upon applications for authorization to operate an educational institution in the state. For the institutions listed below, applications have been reviewed, site visits have been performed, and staff has determined that all necessary documentation and bonds have been secured. The Committee on Postsecondary Educational Institutions met on July 12, 2012 and endorsed staff recommendations for Temporary Authorization of these institutions.

**A. Dental Staff School of Tennessee
4085 Mallory Lane, Suite 116, Franklin, TN 37067**

Corporate Structure:	S-Corporation
Accreditation:	None
Title IV Funding:	None

Change of Ownership:

Learn to Earn DBA “Dental Staff School” was purchased from Ms. Janet Waldron and is now owned by Mr. Dan and Mrs. Dawn Bowen. As a part of this purchase the company name was changed to Dental Staff School of Tennessee. This change was made on November 11, 2011. The institution is an S-Corporation and has been authorized by THEC since 2010.

The institution will offer one program that is already approved by THEC:

- | | |
|---------------------|-------------------------------|
| 1. Program: | Dental Assistant 101 |
| Credential Awarded: | Certificate |
| Length of Program: | 80 Contact Hours (2.5 Months) |

**B. HealthCare Educational Institute
6172 Macon Road, Memphis, TN 38134**

Corporate Structure:	Limited Liability Corporation
Accreditation:	None
Title IV Funding:	No

Health Care Educational Institute is seeking approval for four new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Memphis, Tennessee.

1. Program: Assisted Living Facility Administration (Externship)
 Credential Awarded: Certificate
 Length of Program: 12 Semester Hours (10 Months Part-Time)
2. Program: Assisted Living Facility Administration (Non-Externship)
 Credential Awarded: Certificate
 Length of Program: 6 Semester Hours (6 Months Part-Time)
3. Program: Continuous Quality Improvement in Health Care (Externship)
 Credential Awarded: Certificate
 Length of Program: 12 Semester Hours (10 Months Part-Time)
4. Program: Continuous Quality Improvement in Health Care (Non-Externship)
 Credential Awarded: Certificate
 Length of Program: 6 Semester Hours (6 Months Part-Time)

**C. Liberty Tax Service
 245 S. Calderwood Street, Alcoa, TN 37701**

Corporate Structure: C-Corporation
 Accreditation: None
 Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Alcoa, Tennessee.

1. Program: Basic Income Tax Course
 Credential Awarded: Certificate
 Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
 Credential Awarded: Certificate
 Length of Program: 30 Contact Hours (6 Days)

**D. Liberty Tax Service
 5948 Brainerd Road, Chattanooga, TN 37411**

Corporate Structure: C-Corporation
 Accreditation: None
 Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Chattanooga, Tennessee.

1. Program: Basic Income Tax Course
 Credential Awarded: Certificate
 Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
 Credential Awarded: Certificate
 Length of Program: 30 Contact Hours (6 Days)

**E. Liberty Tax Service
 1212 Dodds Avenue, Chattanooga, TN 37404**

Corporate Structure: C-Corporation
 Accreditation: None
 Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Chattanooga, Tennessee.

1. Program: Basic Income Tax Course
 Credential Awarded: Certificate
 Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
 Credential Awarded: Certificate
 Length of Program: 30 Contact Hours (6 Days)

**F. Liberty Tax Service
 7401 East Brainerd Road, Chattanooga, TN 37421**

Corporate Structure: C-Corporation
 Accreditation: None
 Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Chattanooga, Tennessee.

1. Program: Basic Income Tax Course
 Credential Awarded: Certificate
 Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
 Credential Awarded: Certificate
 Length of Program: 30 Contact Hours (6 Days)

**G. Liberty Tax Service
4736 Highway 58, Suite I, Chattanooga, TN 37416**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Chattanooga, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 Contact Hours (6 Days)

**H. Liberty Tax Service
6940 Lee Highway, Suite 103, Chattanooga, TN 37421**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Chattanooga, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 Contact Hours (6 Days)

**I. Liberty Tax Service
3220 Rossville Boulevard, Chattanooga, TN 37407**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Chattanooga, Tennessee.

1. Program: Basic Income Tax Course
 Credential Awarded: Certificate
 Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
 Credential Awarded: Certificate
 Length of Program: 30 Contact Hours (6 Days)

**J. Liberty Tax Service
 2657 APD 40, Cleveland, TN 37323**

Corporate Structure: C-Corporation
 Accreditation: None
 Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Cleveland, Tennessee.

1. Program: Basic Income Tax Course
 Credential Awarded: Certificate
 Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
 Credential Awarded: Certificate
 Length of Program: 30 Contact Hours (6 Days)

**K. Liberty Tax Service
 2425 Keith Street NW, Cleveland, TN 37311**

Corporate Structure: C-Corporation
 Accreditation: None
 Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Cleveland, Tennessee.

1. Program: Basic Income Tax Course
 Credential Awarded: Certificate
 Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
 Credential Awarded: Certificate
 Length of Program: 30 Contact Hours (6 Days)

**L. Liberty Tax Service
105 E. James M. Campbell Boulevard, Suite 3, Columbia, TN 38401**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Columbia, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 Contact Hours (6 Days)

**M. Liberty Tax Service
4128-B Ringgold Road, East Ridge, TN 37412**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in East Ridge, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 Contact Hours (6 Days)

**N. Liberty Tax Service
3101 W. Market Street, Johnson City, TN 37604**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Johnson City, Tennessee.

1. Program: Basic Income Tax Course
 Credential Awarded: Certificate
 Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
 Credential Awarded: Certificate
 Length of Program: 30 Contact Hours (6 Days)

**O. Liberty Tax Service
 311 Foothills Mall Drive, Maryville, TN 37801**

Corporate Structure: C-Corporation
 Accreditation: None
 Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Maryville, Tennessee.

1. Program: Basic Income Tax Course
 Credential Awarded: Certificate
 Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
 Credential Awarded: Certificate
 Length of Program: 30 Contact Hours (6 Days)

**P. Liberty Tax Service
 1006 Parkway, Sevierville, TN 37862**

Corporate Structure: C-Corporation
 Accreditation: None
 Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Sevierville, Tennessee.

1. Program: Basic Income Tax Course
 Credential Awarded: Certificate
 Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)
2. Program: Rapid Class
 Credential Awarded: Certificate
 Length of Program: 30 Contact Hours (6 Days)

**Q. Liberty Tax Service
307 N. Lowry Street, Smyrna, TN 37167**

Corporate Structure: C-Corporation
Accreditation: None
Title IV Funding: No

Liberty Tax Service is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Smyrna, Tennessee.

1. Program: Basic Income Tax Course
Credential Awarded: Certificate
Length of Program: 36-60 Contact Hours (1.5 to 2.5 Months)

2. Program: Rapid Class
Credential Awarded: Certificate
Length of Program: 30 Contact Hours (6 Days)