Private Business and Vocational Schools (PBVS) Closed School List
and Transcript Request Form

Please note:

** There is a $10 fee per copy of the student record.

** IBHE requires a self-addressed, stamped business size #10 envelope for all transcript requests. Records are sent via USPS mail only. See instructions following the closed school list.

**All record requests are processed on a first-come, first-served basis. There is no process to expedite record requests.

**All records are copies. IBHE does not act as a representative of any closed school and cannot release official transcripts or validate/certify any student’s education or graduation.

There are NO copies of diplomas or certificates.

- **For closed public high schools:** Closed public school records are kept by regional offices of education. The directory can be found here: ISBE ROE DIRECTORY. For more information about records from closed high schools, call 217-782-4321.

- **For GED records:** Please visit ICCB GED INFORMATION, or call 217-785-0123.

- **If you attended a school located in another state:** IBHE does not have records for closed schools in other states.

The following is a list of closed schools that opted to house their records outside of IBHE:

- **Center for Employment Training:** Submit a request for records in writing to: CET Corporate Headquarters, 701 Vine Street, San Jose, CA 95110 or call 408.534.5300 or 800.533.2519.

- **Chicago School of Massage Therapy:** This school is now owned by Cortiva Institute. Call 312.253.3313 for information on transcripts.

- **Cook County School of Nursing:** Send student name (and name at attendance, if different), dates of attendance, date of birth, phone number and where records are to be sent. There is a $10 fee. Send request to: John H. Stroger Jr. Hospital of Cook County, ATTN: Nursing Education, 1900 W. Harrison, Chicago, IL  60612. Phone 312.864.3210

- **Cosmopolitan Prep,** there are NO records from this school. They are presumed to be lost or destroyed when the school closed.

- **Everest or Olympia College records,** please call 877.727.0058 or email transfercenter@zenith.org

- **ITT Tech—Illinois campuses:** Students should contact www.parchment.com for records from ITT Tech for 1994-2016.

- **PCTI records:** Contact Dr. Nigar Yawer at 630.965.5786 or chinigar@gmail.com.

- **Ravenswood Hospital (Kutsch College of Nursing):** Call 773.463.9191.
• **Samland Institute**, students may call 773.769.0100 for transcripts. IBHE does not have transcripts from this school at this time.

• **Sanford-Brown College** students requesting transcripts should contact 866-470-7445 or e-mail records@careered.com

• **Westwood College**, see this link for transcript and student loan forgiveness for Westwood: [http://www.ibhe.org/PDF/Westwood.pdf](http://www.ibhe.org/PDF/Westwood.pdf)

This listing contains those PBVS schools that are now closed and have turned over student academic records to the Illinois Board of Higher Education.

A 1 CAREERS IN TRAVEL  
ACADEMY OF COMPUTER OFFICE SKILLS (ACI)  
ACCU RATE DATA SCHOOL  
ADA S MCKINLEY  
ADELPHI BUSINESS SCHOOLS  
ADVANCED ANATOMY MASSAGE ACADEMY  
AERO SPACE INSTITUTE (aka Industrial Engineering aka Walton)  
AERONAUTICAL UNIVERSITY  
AIRCO TECHNICAL COLL.(see ITT)  
AIRLINES (AA) TRAVEL ACADEMY  
ALLIED HEALTH AND CAREERS  
ALLIED INSTITUTE OF TECH.(see ITT)  
AMERICAN ACADEMY OF MASSAGE THERAPY (few only, owner has remaining)  
AMERICAN BUSINESS INSTITUTE (ABI)  
AMERICAN CAREER INSTITUTE (aka Metropolitan Skills Center)  
AMERICAN COLLEGE OF TECHNOLOGY  
AMERICAN INSTITUTE OF DRAFTING  
AMERICAN MED TRAINING INSTITUTE  
AMERICAN SAVINGS/LOAN INSTITUTE (see LaSalle Extension University)  
AMERICAN TECHNICAL COLLEGE  
AMERICAN WELDING INSTITUTE  
AMTEC  
ANDERSON SCHOOL OF SCIENTIFIC MASSAGE (aka Anderson School of Therapeutic Massage)  
APOLLO (aka ITT Career Training Center)  
AUTOMOTIVE TECHNICAL INSTITUTE  
BANNER INSTITUTE (aka Chubb)  
BARTENDING ACADEMY  
BEVERLY BUSINESS COLLEGE  
BITS & BYTES TRAINING INSTITUTE  
BUSINESS METHODS INSTITUTE (aka BMI)  
BROADMOOR A-Z 1984  
BROWNS BUSINESS COLLEGE, DECATURE  
BROWNS BUSINESS COLLEGE, SPRINGFIELD  
BRYANT & STRATTON  
BRYMAN (aka National Education Center Bryman Campus)—**ILLINOIS ONLY**  
BSG TRAINING INSTITUTE
C & C COMPUTER TRAINING
CAREER ACADEMY
CAREER COLLEGES OF CHICAGO  (aka Chicago College of Commerce)
CAREERS IN HOSPITALITY
CAREERS IN TRAVEL
CAREERWORKS/ST. LOUIS & CHICAGO
CARLSON TRAVEL ACADEMY
CATERPILLAR
CATHERINE COLLEGE
CAVE TECHNICAL INSTITUTE
CDI CHICAGO (aka CONTROL DATA INSTITUTE)
CDI ST. LOUIS (aka CONTROL DATA INSTITUTE)
CENTER FOR MUSIC BUSINESS STUDIES
CENTER FOR THERAPEUTIC MASSAGE AND WELLNESS (PURCHASED BY SOLDERWORLD)
CENTRAL IL SCHOOL OF MASSAGE THERAPY  (LIFEPATH)
CETC – CONSUMER ELECTRONICS TRAINING CENTER
CHASE PROFESSIONAL INSTITUTE
CHICAGO ACADEMY OF FINE ARTS
CHICAGO COLLEGE OF COMMERCE (aka Career Colleges of Chicago)
CHICAGO COMMONS/CHICAGO MANUFACTURING
CHICAGO INSTITUTE OF TECHNOLOGY
CHICAGO ORT TECHNICAL INSTITUTE
CHICAGO PARA LEGAL SCHOOL
CHICAGO PROFESSIONAL TRN CENTER
CHICAGO SCHOOL OF AUTOMATIC TRANSMISSION
CHICAGO SCHOOL OF BUSINESS DESIGN
CHICAGO TECHNICAL COLLEGE
CHICAGO TECHNOLOGICAL COLLEGE
CHUBB INSTITUTE (aka BANNER)
CJ WOODS FOUNDATION OF HOPE
CLIMATE CONTROL
CMK HEALTHCARE
COLLEGE OF AUTOMATION (aka PHILLIPS COLLEGE)
COLLEGE OF OFFICE TECHNOLOGY (THE)
COMPUTECH
COMPUTER LEARNING CENTER/CHICAGO
COMPUTER LEARNING CENTER/SCHAUMBURG
COMPUTER TRAINING.COM (Oakbrook and Schaumburg) NOTE: No transcripts—only student application/financial aid documents.
CONTROL DATA INSTITUTE CHICAGO only
CONTROL DATA INSTITUTE ST. LOUIS only
CORTEZ-PETERS SCHOOL
COSMOPOLITAN SCHOOL OF MUSIC
CRYSTAL IMAGES
DENTAL CAREER INSTITUTE
DENTAL CAREERS OF SOUTHERN ILLINOIS
DIVINE PROVIDENCE HEALTHCARE SERVICES
DUPAGE HORTICULTURAL SCHOOL
ECHOLS INTERNATIONAL
ECHOLS TRAVEL & ADEL SCHOOL
EDEN'S SCHOOL OF MASSAGE
ELLIS BUSINESS COLLEGE
ELECTROLYSIS INSTITUTE OF SL
EXCEL TRAVEL
FIRST BUSINESS SCHOOLS
FIRST CHOICE INTERNATIONAL
FRANKLIN SCHOOL OF ARTS AND SCIENCES
FREEMAN BUSINESS COLLEGE
GOODMAN CAREER INSTITUTE (AKA DESTINE CAREER INSTITUTE)
HALLOWOOD
HALSA HEM SCHOOL OF MASSAGE THERAPY
HANOVER PARK COLLEGE OF BEAUTY (MASSAGE ONLY)
HARVARD AUTOMATION BUSINESS TRANS.
HEART SPACE SCHOOL OF MASSAGE (see CENTRAL IL SCHOOL OF MASSAGE THERAPY)
HEARTLAND SCHOOL OF BUSINESS
HUNT AND ASSOCIATES REALTY SCHOOL
ILLINOIS BUSINESS COLLEGE
ILLINOIS CAREERPATH INSTITUTE
ILLINOIS HEALTH AND HUMAN SERVICES
ILLINOIS REAL ESTATE ACADEMY
ILLINOIS SCHOOL OF COMMERCE
ILLINOIS SCHOOL OF ELECTROLYSIS
ILLINOIS SCHOOL OF MASSAGE THERAPY, CHICAGO
ILLINOIS TECHNICAL INSTITUTE
ILLINOIS MEDICAL TRAINING CENTER
ILLINOIS SCHOOL OF HEALTH CAREERS
ILLINOIS TECHNICAL COLLEGE
ILLINOIS TECHNICAL COLLEGE (see ELECTRONICS TECHNICAL—TELEVISION COURSE—CHICAGO SCHOOL FOR TELEVISION REPAIR—CONSUMER ELECTRONICS PROGRAMS)
INDUSTRIAL ENGINEERING (aka Walton aka Aero Space)
INNER AWARENESS HYPNOSIS CENTER, L.L.C.
INSTITUTE OF BROADCAST ARTS
INSTITUTE OF FINANCIAL PLANNING (see LASALLE EXTENSION UNIVERSITY)
INSTITUTE OF NEW CINEMA ARTS OF CHICAGO
INTER AMERICAN BUSINESS INSTITUTE
INTER INSTRUCTORS TRAINING CENTER
INTERNATIONAL CAREER INSTITUTE (PRACTICAL NURSING PROGRAM ONLY)
INTERNATIONAL TRAVEL TRAINING COURSES
ITT CAREER TRAINING (NO RECORDS FROM THE 2016 CLOSING OF IL CAMPUSES)
JACKSONVILLE BUSINESS COLLEGE
JOHN CALABLANCA MODELING SCHOOL (NORTHBROOK CLOSED 212/01/2003)
JOHN CASABLANCA MODELING SCHOOL (CHICAGO CLOSED 12/31/1995)
KELLBERG INSTITUTE (CHICAGO MASSAGE AND PHYSICAL THERAPY)
KIWI ACADEMY OF TRAVEL
LAS VEGAS DEALERS SCHOOL
LASALLE EXTENSION UNIVERSITY (WAYNE SCHOOL)
LIFEPATH SCHOOL OF MASSAGE THERAPY (SEE CENTRAL IL SCHOOL OF MASSAGE THERAPY)
LIFESTYLES LEARNING CENTER
LIFEWORK MANAGEMENT
LINCOLN OPEN UNIVERSITY
LINCOLN SCHOOL OF LAW
LINCOLN SERVICE SCHOOL
LINCOLN TECHNICAL INSTITUTE
LOOP ACADEMY
LOTUS
MACH UPHOLSTERING SCHOOL
MARI ANNE TRAVEL
MARION ADULT ED AND CAREER TRAINING CENTER
MARKETING UNLIMITED
MARYCREST COLLEGE
MEDICAL AIDS TRAINING SCHOOL
MEDICAL CAREERS INSTITUTE (MCI)
METROPOLITAN BUSINESS COLLEGE
METROPOLITAN SKILLS CENTER
MIDLAND CAREER INSTITUTE
MIDWEST SCHOOL OF DOG GROOMING
MILDRED LOUISE BUSINESS COLLEGE
MOBLE MAKERS, LLC
MOCH UPHOLSTERING SCHOOL
MORRISON-WALKER
MSTA BUSINESS COLLEGE
NANNY INC.
NATIONAL ACADEMY OF ARTS & DANCE
NATIONAL COMPUTER LEARNING INSTITUTE
NATIONAL EDUCATION CENTER BRYMAN CAMPUS--CHICAGO
NATIONAL INSTITUTE OF CAREERS
NATIONAL PIPE TRADES
NATIONAL TECHNICAL COLLEGE
NATIONAL TECHNICAL SCHOOLS (possibly with ITT/AIRCO)
NEW HORIZONS
NEW WORLD
NORTH AMERICAN INSTITUTE OF POLICE SCL
NORTHERN PRAIRIE
NORTHWEST REAL ESTATE INST.
NORTHWESTERN INSTITUTE OF HEALTH AND TECHNOLOGY
OIC VOCATIONAL SCHOOL
OMEGA HEALTHCARE TECHNICAL SCHOOL (Oak Park & Evanston very, very few only)
OMEGA SCHOOL OF COMMUNICATION
PARKER BUSINESS SCHOOL
PATRICIA STEVENS CAREER COLLEGE/IL
PEORIA SCHOOL OF BUSINESS
PERMANENT MAKEUP STUDIO
PHILLIPS COLLEGE (aka College of Automation)
PRINCE INSTITUTE
PROFESSIONAL BARTENDERS SCHOOL (DEARBORN STREET)
PROFESSIONAL BUSINESS SCHOOL (PBS)
PROFESSIONAL CAREER CENTER
PROFESSIONAL MANAGERS SOFTWARE
PROFESSIONAL TRAINING CENTRE (PTC)
RAVENS  [NOT RAVENSWOOD SCHOOL OF NURSING—see 1st page]
REVELL TRAINING
ROSEL SCHOOL OF MASSAGE THERAPY
RTS ENTERPRISES/REDFERN TRAINING CENTER
SANCTUARY SCHOOL (THE)
SAWYER SCHOOL INC.
SCHOOL OF AIRBRUSH ARTS
SECRETARIAL SKILLS UNLIMITED
SODERWORLD ACADEMY OF THE HEALING ARTS & CENTER FOR THERAPEUTIC MASSAGE AND WELLNESS
SOFTACKS COMPUTER SCHOOL
SOUTHWEST SCHOOL OF BUSINESS / TYLER
SPARKS COLLEGE
STATE TECHNICAL INSTITUTE
STUART SCHOOL OF BUSINESS
SUBURBAN DENTAL ASSISTANT SCHOOL
SUZI DAVIS TRAVEL
TALENT ENTERTAINMENT AND NETWORK
TECH SKILLS
TECHNICAL SCHOOL OF MEDICINE
THALLABAUN ACADEMY
THE SANCTUARY SCHOOL
THE TRAVEL SCHOOL
TRAINCO
TRAVEL BUG
TRAVEL CAREERS
TRAVEL CONNECTION TRAINING CENTER
TRAVEL DYNAMICS
TRAVEL EDUCATION CENTER
TRAVEL LEARNING CENTER
TYLER & SOUTHWEST SECRETARIAL SCHOOLS
UNITED AMER. COLL. OF TRAVEL AND TOURISM CAREERS
UNIVERSAL CAREER COLLEGE
UNIVERSITY SCHOOL OF MASSAGE
UPTOWN VOCATION CENTER (AT LEAST ONE TRANSCRIPT IN MISC FILES)
VANGORDER - WALDEN SCHOOL
VINTAGE TRAINING INSTITUTE
VIP
WALTON (aka Industrial Engineering aka Aero Space)
WASHINGTON BUSINESS INSTITUTE
WAYNE HIGH SCHOOL (LASALLE EXT. UNIV.)
WELLNESS AND MASSAGE TRAINING INSTITUTE
WINDY CITY DOG GROOMING
WOODRIDGE BUSINESS INSTITUTE
**SASE**= Self Addressed Stamped Envelope

Address this envelope to where you want the records sent—yourself or another school/employer.

(This is the SASE you must fold and insert)

Your Address
123 Yourstreet
Yourtown, State ZIP

Fold

You must put adequate postage on BOTH envelopes!

Insert the first envelope into one with MY address.

Your Return Address

Illinois Board of Higher Education
PBVS Transcript Request
1 N. Old State Capitol Plaza, Suite 333
Springfield, IL 62701
STUDENT TRANSCRIPT/VERIFICATION REQUEST FORM

Use this form to request a student transcript or student verification of attendance for a Private Business and Vocational School (PBVS) in Illinois that is no longer providing academic instruction. We cannot confirm over the phone that we have records for a specific student. We cannot verify over the phone education or graduation dates. Transcripts are processed on a first-come, first served basis. This applies to all requests, regardless of how they reach us. Requests are logged in a queue and are filled in that order. For that reason, walk-in requests will not be processed while the person waits.

**Fees:** There is a $10 charge for each transcript or verification requested. The fee can be paid via check, money order, or cashier’s check. NO CASH. **IBHE requires a RETURN ADDRESSED, STAMPED BUSINESS SIZE #10 ENVELOPE for ALL transcript requests.** *Please note that payments made by check may delay processing time.*

School & Student Information. Please print clearly:

School Name: ____________________________________________________________

Student’s Name While Attending the School: __________________________________

Student ID # or Last Four Digits of Social Security #: ____________________________

School Address: __________________________________________________________

Dates of Attendance: ___________________________ to _________________________

Student’s Current Name: __________________________________________ Email Address: __________________________

Address: ___________________________ Phone #: ___________________________

City: ___________________________ State: ___________ Zip Code: ___________

Student Signature: ___________________________ Date: _________________________

**Recipient:** Complete this section only when the transcript needs to be sent to an address other than the student’s (e.g., college or employer) or when a third party is submitting this request. The IBHE cannot process a third party request without a signed student authorization form; the request and payment will be returned if authorization is not provided.

Name: ___________________________ Organization: ___________________________

Mailing Address: __________________________________________________________

City: ___________________________ State: ___________ Zip Code: ___________

Number of Copies Requested: ______ X $10.00 = $ ___________

REQUESTS MUST INCLUDE THIS FORM, FEE, AND A POSTAGE-PAID, ADDRESSED ENVELOPE IN ORDER TO BE PROCESSED. INCOMPLETE REQUESTS DELAY PROCESSING TIME.

* Transcripts cannot be sent by fax or email. All records are copies only.

**Fees payable to:** Illinois Board of Higher Education  **Mail To:** Illinois Board of Higher Education
PBVS Transcript Request
1 N. Old State Capitol Plaza, Suite 333
Springfield, IL 62701

10/1/2017