

Source Trucking Academy

137 N. Joy St. Corona, CA 92879

951-554-1400

www.SourceTruckingAcademy.com

Annual Catalog for 2022

Welcome

Welcome to the Source Trucking Academy Catalog. Below you will find information about our Educational Programs and our policies concerning admissions, withdrawal, attendance, and refunds. Please review all of the information to make sure that Source Trucking Academy is right for you.

As a prospective student, you are encouraged to review this catalog before signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you before signing an enrollment agreement.

Our Vision

To create opportunities for individuals to have great careers in an ever-evolving industry.

Our Mission

Using in-person instruction, hands-on and visual learning aids, simulated driving scenarios, and supervised practice on real equipment; we will train students to become safe and competent professionals for America's Trucking Industry.

Our Main Objectives

1. The safety of the community will always be at the forefront of everything we do. Emphasis will be placed on inspections and the safe operation and maintenance of equipment. Our first objective is to create drivers who act professionally, who know how to be safe, and who will not be a danger to themselves or others, during training or after graduation.
2. To ensure job placement for students. We will continue growing our relationships with industry leaders.
3. To have the best career opportunities possible. We want our students to be prepared for new advancements in technology. To do this:
 - Administrators will actively take part in technology and industry specific conventions, conferences, and meetings.
 - Administrators will be proactive in finding and reading relevant publications.
 - Instructors will be kept informed through weekly meetings and our faculty info site.
 - Administrators will work with instructors to make decisions about incorporating new items into the curriculum.
4. To provide opportunities to as many people as possible. We will continue developing financial aid options to include employer paid tuition, scholarships, grants, VA assistance, disabled student assistance, government programs, and financing options.
5. To ensure all students get the most out of our programs. Instructors will be regularly evaluating each student, so the student's schedule can be customized according to their individual needs.

Admissions:

Signing up is easy. If you are eligible to get a commercial driver's license and you have a form of payment, you are eligible to sign up for any of our courses. You may sign up online through our website, or in person. If you sign up online, you will need to come to the school to pick up your student packet prior to your first class.

Besides completing the appropriate Source Trucking Academy course, the following is a list of requirements to get your license. You must:

- Be at least 18 years old when you start your classes (if you are planning to drive interstate or haul hazardous materials, you must be at least 21 years old)
- Have a current valid driver's license
- Be a California resident (proof of residency document list can be found at the DMV's website: www.dmv.ca.gov)
- Have a Social Security Card
- Have proof of identity (proof of identity document list can be found at the DMV's website: www.dmv.ca.gov)
- Be able to pass a DOT Physical and DOT Drug Screening
- Be able to read and speak the English language sufficiently to converse with the general public, to understand highway traffic signs and signals in the English language, to respond to official inquiries, and to make entries on reports and records.

Additionally, you must not be disqualified from driving a commercial vehicle in accordance with 49 CFR § 391.15. We encourage you to review all of CFR Title 49 Part 391 to understand the qualifications of drivers. The regulations can be found at the website: www.ecfr.gov.

Disclaimers

We do not accept any credits or training performed outside of our programs as a substitution for the training required to be completed in our programs.

Classes are taught and study materials are provided only in the English language. We do not require that students demonstrate language proficiency, but it is up to each student to make sure they are able to pass their DMV drive test in English.

All behind-the-wheel training classes will be conducted at 137 N. Joy St. Corona, CA 92879.

No additional student services will be provided.

Source Trucking Academy does not have any dormitory facilities and does not provide any form of assistance with housing. We assume no responsibility in finding or assisting students in finding housing.

Source Trucking Academy does not maintain a library or other learning resources. The study materials provided in the student packet are all that is required to complete the courses.

Regular proficiency evaluations will be conducted to determine student progress in their program.

Educational Programs:

Advanced Course - \$6800

This is our all-encompassing course. We have designed it to make sure you get the most out of our resources. No matter your diving experience, if you follow the direction of our instructors, you will leave this course with a commercial driver's license. We provide comprehensive instructions on the operation and maintenance of the equipment. Additionally, you will be armed with plenty of tips and tricks of the trade, to make sure you are successful. The course includes:

- 160 hours of instruction. This includes 20 hours of online classes and 140 hours of training at our facility (140 classes).
- You get to pick the dates and times you would like to come to class. Each class is one hour long. You can book as many as 8 hours of training (8 classes) in a day or as few as 2 hours (2 classes) in a day.
- We have classes from 7am to 4pm, 7 days per week.
- Once you sign up, you will be given all the study materials needed to help you pass your knowledge tests and obtain your Commercial Learner's Permit.
- We will arrange for your physical exam and drug screening, and make sure you have everything on the DMV's Document Checklist. We pay for the physical and screening.
- We pay for the DMV Original Application Fees.
- Each day will be split between classes on passing the walk around inspection, in-cab and air system tests, skills training, and road driving.
- Road driving will include additional instruction on how to drive down steep grades, how to negotiate or avoid dangerous situations, preventing rollovers, and many other road scenarios and tips.
- We will go into detailed explanations of the operations of the breaking and air systems with hands-on and visual aids.
- We will provide you additional instruction with many tips and tricks that can get you out of a jam, help you limp to safety, or save you from a lot of down time.
- You will learn the correct way to slide tandems, slide the 5th wheel, work the landing gear, adjust your axel weights, and to avoid accidents from trailer tail swing.
- You will have time with experienced drivers to talk about staying comfortable, getting the most out of your drive time, making the most money, and other positive habits for living out on the road.
- We provide the equipment for you to take the driving test at the DMV. It will be the same make and model equipment as you have been practicing on.
- We can help with job placement and potentially get you a pre-hire letter. Depending on the hiring company, we will provide any company specific training needed.
- As alumnus, you will always have access to our network. We will be there to help you if you have any questions about driving, logbooks, equipment, situations, OTR living, careers, or even starting your own company.

Basic Course - \$3800

Our Basic Course is the minimum required to get hired by most trucking companies. We will cover all aspects of the exams plus give you plenty of time behind the wheel. Our Basic Courses tend to fill up fast, so make sure to sign up today and reserve your spot. The course includes:

- 80 hours of instruction. This includes 20 hours of online classes and 60 hours of training at our facility (60 classes).
- You get to pick the dates and times you would like to come to class. Each class is one hour long. You can book as many as 8 hours of training (8 classes) in a day or as few as 2 hours (2 classes) in a day.
- We have classes from 7am to 4pm, 7 days per week.
- Before class begins, you will be given all the study materials needed to help you pass your knowledge tests and obtain your Commercial Learner's Permit.
- We will arrange for your physical exam and drug screening, and make sure you have everything on the DMV's Document Checklist. We pay for the physical and screening.
- We pay the DMV Original Application Fees.
- Each of the following days will be split between classes on passing the walk around inspection, in-cab and air system tests, skills training, and road driving.
- We will go into detailed explanations of the operations of the breaking and air systems with hands-on and visual aids.
- We will provide the equipment for you to take the driving test at the DMV. It will be the same make and model equipment as you have been practicing on.
- We can help with job placement and potentially get you a pre-hire letter. Depending on the hiring company, we will provide any company specific training needed.
- As alumnus, you will always have access to our network. We will be there to help you if you have any questions about driving, logbooks, equipment, situations, OTR living, careers, or even starting your own company.

Partial Course - \$2400

For those who have had their CDL in the past, our Partial Course offers everything you need to get your license renewed. Contact us today with any questions or for more information. The course includes:

- 20 hours of instruction at our facility.
- You get to pick the dates and times you would like to come to class. Each class is one hour long. You can book as many as 8 hours of training (8 classes) in a day or as few as 2 hours (2 classes) in a day.
- We have classes from 7am to 4pm, 7 days per week.
- All 20 hours will be spent on behind-the-wheel training. At least 10 hours will be behind-the-wheel training on public roads and freeways.
- We will provide the equipment for you to take the driving test at the DMV. It will be the same make and model equipment as you have been practicing on.
- Additional Individual Hours of Training can be purchased if needed.
- As alumnus, you will always have access to our network. We will be there to help you if you have any questions about driving, logbooks, equipment, situations, OTR living, careers, or even starting your own company.

Class B Course - \$2800

Our Class B Course is designed to help you get trained and quickly get your license, so you can get started on your new career or position. The course includes:

- 60 hours of instruction. This includes 20 hours of online classes and 40 hours of training at our facility (40 classes).
- You get to pick the dates and times you would like to come to class. Each class is one hour long. You can book as many as 8 hours of training (8 classes) in a day or as few as 2 hours (2 classes) in a day.
- We have classes from 7am to 4pm, 7 days per week.
- Before class begins, you will be given all the study materials needed to help you pass your knowledge tests and obtain your Commercial Learner's Permit.
- We will arrange for your physical exam and drug screening, and make sure you have everything on the DMV's Document Checklist. We pay for the physical and screening.
- We pay the DMV Original Application Fees.
- Each of the following days will be split between classes on passing the walk around inspection, in-cab and air system tests, skills training, and road driving.
- We will go into detailed explanations of the operations of the breaking and air systems with hands-on and visual aids.
- We will provide the equipment for you to take the driving test at the DMV. It will be the same make and model equipment as you have been practicing on.
- As alumnus, you will always have access to our network. We will be there to help you if you have any questions about driving, logbooks, equipment, situations, OTR living, careers, or even starting your own company.

Individual Hours of Training - \$100 per 1-hour class

Often students are not happy with the amount of behind-the-wheel training they are receiving at other schools they signed up with. If you are from another school and would like more training, this option is for you. You can choose any amount of individual training you like. Just pay in advance, let us know when you would like to train, and we will schedule you in. Training includes:

- One-on-one training with just you and the instructor.
- You choose ahead of time, what you would like to work on for each hour.
- You get to pick the dates and times you would like to come to class. Each class is one hour long. You can book as many as 8 hours of training (8 classes) in a day or as few as 1 hour (1 class) in a day.
- We have classes from 7am to 4pm, 7 days per week.
- We will provide the equipment for you to get the training you need.

Job Placement

Besides helping you to get your license, our goal is to see you begin a successful career. We have approximately twenty companies (the number changes as positions open and close) who hire our students directly out of school. In the training area, we have a "Job Board" with current job offerings and descriptions from the various companies. If while you are attending class, you see a job you like, just let us know and we will put you in touch with their HR representative. Once they have spoken to you about the position, follow their instructions to get hired. It's as easy as that.

Schedule of Total Charges

Once you have signed up for one of our programs, everything else is included. We do not charge additional fees for anything. Additionally, we pay for the rest of the fees you would normally have to cover, including the Student Tuition Recovery Fund (STRF) fee, DOT physical and DOT drug screening, and the original DMV application fee. If you would like any endorsements, we include those as well. If for any reason, you don't pass your DMV drive test, we will bring you back for some additional training and take you to test again as many times as it takes. You will use our equipment for training and testing. Everything is included. Here is the list of courses and what you can expect to pay:

- Advanced Course - \$6800
- Basic Course - \$3800
- Partial Course - \$2400
- Class B Course - \$2800
- Individual Hours of Training - \$100 per hour

The only situations where you would potential have to pay an additional fee, would be if you failed your permit test or your DMV drive test three times. Then you would have to pay the DMV an additional \$85 to renew your permit. Also, if you fail your DMV drive test, the DMV will charge you a \$39 fee. We do our very best to make sure you pass everything the first time, so you do not have to pay these fees.

One final disclaimer about fees. We go over it in the Attendance and Course Completion Requirements section of this Catalog, but if you do not show up to at least ninety percent of your classes, you have pay \$100 per class to get up to the ninety percent minimum.

As an example, if you sign up for the Basic Course, you are required to attend at least fifty-four of the sixty behind-the-wheel classes you book (90%). If you booked your classes and then did not cancel or reschedule them, but decided to not show up, you will not be reimbursed for those hours you missed. If you miss more than six classes and are unable to complete the minimum fifty-four-hour requirement, you will have to buy Individual Hours of Training at a cost of \$100 per hour to get up to the fifty-four-hour mark. The easy way to avoid this expense is to just show up for the classes you book.

Probation and Dismissal

Upon signing up for one of our Courses, you will be required to sign a Safety and Rules Contract. Violating those rules will result in suspension or expulsion from class. Depending on the violation, we will give you two verbal warnings at the most. Then the faculty and administration will decide whether or not to suspend or expel you from the school. In the case of suspension or expulsion, no refund of tuition will be given. An outline of the rules can be found in the Safety and Rule section of this Catalog.

Attendance and Course Completion Requirements

Students must meet the following requirements to be eligible for the DMV Drive Test and to receive the Certificate of Completion. Source Trucking Academy will try to schedule the Student's DMV Drive Test date in advance, to coincide with the expected completion of the Student's **Classes**. However, if the eligibility requirements are not met prior to the test date, the test will be rescheduled or cancelled. The Course Completion Requirements to not apply to the Individual Hours of Training course.

Instructors will be tracking and recording student attendance each hour.

To be eligible for the DMV Drive Test:

- a. The Student must book all of their **Classes** so they will be completed prior to the DMV Drive Test date.
- b. The Student must attend at least 90% of all their **Classes**. If the Student misses too many **Classes** and is not able to meet the 90% requirement, the Student will need to purchase enough additional **Classes** to reach the 90% requirement to be eligible to complete the **Course**.
Individual classes cost \$100 for each hour.
- c. The Student must complete all of the **Online Classes** prior to the DMV Drive Test.
- d. The Student must score at least 90% on each of the **Online Class** tests.

To pass the Course and receive the Certificate of Completion:

- a. The Student must pass their DMV Drive Test.

Refund Policy:

It is always our hope that we can resolve any issues and that each student has a wonderful experience at Source Trucking Academy. However, we know that sometimes things in life happen that may prevent students from achieving what they initially set out to. The following Refund Policy has been put in place to ensure students are reimbursed fairly when they are unable to finish their **Course**.

STUDENT'S RIGHT TO CANCEL - Cancellation Period

The Student has the right to cancel this Contract and obtain a full refund of charges paid, through attendance at the first class-session, or the seventh day after enrollment, whichever is later. If the Student wishes to exercise their Right to Cancel, they must return all handouts and written materials that were provided when the Student received their student packet.

If the Student has received federal student financial aid funds, the Student is entitled to a refund of moneys not paid from federal student financial aid program funds.

Earned Tuition:

- The greater of \$500 or 25% of the **Tuition Price**, is considered earned upon **Course Signup** and is non-refundable after the cancellation period expires. This amount is considered earned whether it has been collected or not.
- Two months after the **Signup Date**, the **Tuition** is considered earned in full and no portion will be available for refund. Any refund must be requested in writing (paper, email, or text message) prior to this time. Refund requests sent in after this time will be considered invalid.
- Each hour a student books class (**Bookings**) is considered earned (**Earned Hours**) at the start time of the class. If a student does not come to a class that they booked, the hour is still considered earned and is non-refundable. Any **Bookings** that are cancelled or rescheduled in accordance with the Bookings Policy will be credited back to the student or rescheduled.
- Once the student has earned their commercial driver's license, the entire **Tuition** is considered **Earned Tuition**. Any unused training hours, whether they were previously booked or not, are forfeited at that time. If you are not able to finish all of your **Training Hours** by your test date, you may request a new test date to allow you to finish all of your **Training Hours**.
- There is no refund for any **Training Hours** that are not completed.
- As stated in the Safety and Rules Contract, no refunds will be given to any student who has been suspended or expelled from Source Trucking Academy.

- Students have one year from the *Signup Date* to complete all their *Classes*. Any remaining *Training Hours* will be forfeited at that time. No refunds will be given for any *Classes* not completed prior to the one-year limit.
- *Online Classes* are included as part of the curriculum for each course. These *Classes* are required to be completed outside of the normal class hours. Each online class, once started, is considered one *Earned Hour*.

Process to Obtain a Refund:

The Student is eligible for a refund if they meet the following criteria:

1. It must not be more than two months since the *Signup Date*.
2. The amount already paid must be more than the *Earned Tuition* amount.
3. The Student must not be currently suspended or expelled from Source Trucking Academy.
4. The Student must submit in writing (paper, email, or text message) to an employee of Source Trucking Academy that they would like to withdraw their enrollment and receive a refund.
5. Source Trucking Academy will respond with an official academy Request to Withdraw Form that must be signed by the Student and returned.
6. Finally, the student must sign a Refund Receipt when they receive the refund.

In the event a student used the School's financing program, all contracts for any further payments will be cancelled upon signing of the Refund Receipt. The Student will not be charged any cancellation fees.

If the Student obtained an outside loan to pay for their educational program, the Student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the Student was eligible for a loan guaranteed by the federal or state government and the Student defaults on the loan, both of the following may occur:

1. The federal or state government or a loan guarantee agency may take action against the student including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
2. The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

If during enrollment, a student becomes ineligible to receive their Commercial Driver's License, all of the above Refund Policy remains in effect and will still apply.

Student Tuition Recovery Fund

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition. The School will pay this fee on the Student's behalf.

You are not eligible for protection from the STRF, and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teachout plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.”

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Source Trucking Academy is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the above-named educational program is also at the complete discretion of the institution to which you may seek to transfer. If the credits or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Source Trucking Academy to determine if your credits or certificate will transfer.

Safety and Rules

1. No cell phones allowed in class. You may only use your cell phone during breaks and lunch. If there is an emergency, you must let the instructor know before you use the phone.
2. Students may wear a mask when indoors or in the truck or practicing pre-trip with the instructor
3. Wipe all contact surfaces with sanitary wipes before leaving the truck
4. No eating in the classroom. Only water or beverages in closeable containers
5. No Smoking except in designated area
6. No Sandals or open shoes
7. No Drugs or Alcohol Allowed
8. Professional behavior, no horseplay.
9. No Bad Language
10. No fighting (verbally or physically)
11. No Guns, Knives, or other weapons allowed on school property
12. Be on time for class
13. Respect People trying to study
14. Speak Quietly inside and outside. You need to be able to hear the instructor's commands, whether you are operating the equipment or not.
15. Follow what the instructor tells you
16. No Running
17. Be back on time from Breaks and Lunch
18. No Sexual Harassment
19. Always throw away your trash
20. Do not go into the building except in the designated student areas
21. Always park in the designated areas
22. Always be aware of what is going on around you. This is a dangerous working area.
23. Don't Slam Doors or Hood on the Trucks
24. 5 MPH Max Speed Limit in the Yard
25. Never remove the key from the ignition
26. If you are not operating a truck you need to be in the break area or pre-trip area. Unless the instructor tells you differently.
27. Honk upon completing a skill
28. 3 points of contact when entering or exiting the truck
29. When doing skills, keep the windows down in the truck

Faculty

Source Trucking Academy has contracted with sufficient duly qualified faculty members who meet the qualifications of section 5 CCR §71720.

Source Trucking Academy only hires experienced drivers who possess the same or higher-level commercial driver's license and endorsements than the class of license they are teaching. All new instructors are monitored closely and evaluated regularly to make sure they are teaching the academy's curriculum appropriately.

To be considered as a qualified instructor, the faculty member must have a current Class A Commercial Driver's License with all of the relevant endorsements. They must have maintained the license for at least the last two years prior to starting their instructor position. During those two years their license must not have been suspended or revoked for any reason. They must also have been engaged in either driving or driving instructor work that required the use of their Class A license.

Facilities and Equipment

Facilities: a dedicated 50,000 sq ft commercial truck yard is used to train students in inspections and backing maneuvers. Source Trucking Academy also occupies several offices and a classroom in the building adjoining the truck yard. Restroom facilities are located inside this same building.

Equipment: semi-trucks, semi-trailers, a class B flatbed truck, small model trucks (to explain backing maneuvers), dry erase boards, and an air brake chamber and drum training system.

Instruction

With the exception of the Partial Course and Individual Hours of Training, the training students receive meets or exceeds the Federal Motor Carrier Safety Administration's Entry Level Driver Training Requirements. Each online class includes a mandatory online multiple-choice exam. Hands-on training aids are used to explain equipment operations. Trucks and trailers are used for practicing backing skills, inspections, and driving. Except for the online classes, the training is completed at the Source Trucking Academy facility under direct supervision of the faculty. Most of the training is one-on-one. Students are evaluated at regular intervals to measure their progress.

Record Keeping

Student records are stored in the admissions office at the school campus. The address is 137 N. Joy St. Corona, CA 92879. Each student has a paper file that contains all of the information required. The files are kept in locked file cabinets in the admissions office.

Information gathered from the student's online application is stored on the cloud database. Only the academy director and admissions assistant have access to the database.

Information about student tuition payments is maintained by our accounting software. Only the academy director has access to the accounting software.

Grievances

Any issues a student has or notices pertaining to general safety, the training, the facility, equipment, instructors, or other students should be brought to the attention (verbally or written) of the Training Supervisor or Academy Director.

Additional Notices:

Source Trucking Academy is a private institution and is approved to operate by the California Bureau for Private Postsecondary Education. Approval to operate means compliance with state standards as set forth in the CEC and 5 CCR. An institution may not imply that the Bureau endorses programs, or that Bureau approval means the institution exceeds minimum state standards.

Source Trucking Academy does not currently participate in any federal or state financial aid programs.

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

Source Trucking Academy does not have a pending petition in bankruptcy, nor is it operating as a debtor in possession, nor has it filed a petition within the preceding five years, nor has it had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C Sec. 1101 et seq.)

Any questions a student may have regarding this enrollment agreement that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at: P.O. Box 980818, West Sacramento, CA 95798-0818, website: www.bppe.ca.gov, phone: (888) 370-7589, or email: bppe.enforcement@dca.ca.gov.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling toll-free at: (888) 370-7589, or by completing a complaint form, which can be obtained on the bureau's internet website at: <https://connect.bppe.ca.gov/#/submitcomplaint>.

Classes will be held at 137 N. Joy St. Corona, CA 92879