**ADDENDUM, Effective April 8, 2015:** The following language has been updated in the Scholarships section on page 26 of the catalog.

**SKILLS USA SCHOLARSHIP**

**State Competitions**

Individuals placing 1st, 2nd, or 3rd at any State Skills USA Competition in the Automotive Service Technology, Automotive Refinishing Technology, Collision Repair Technology, or Diesel Equipment Technology program will be eligible for a scholarship.

**National Competition**

Individuals placing 1st, 2nd, or 3rd at the National Automotive Service Technology, Automotive Refinishing Technology, Collision Repair Technology, or Diesel Equipment Technology Skills USA Competition will be eligible for a scholarship. This scholarship cannot be combined with the state scholarship offered by Wyotech.

**Skills USA Scholarship Requirements**

Scholarship recipients must maintain satisfactory academic progress and meet all attendance and graduation requirements without interruption of attendance with the exception in the case of an approved Leave of Absence.

Students must enter a program at Wyotech which coincides with the competition area that the student won (i.e., an Automotive competition winner would need to take a program which includes the Automotive core courses).

Recipients may begin training immediately after high school graduation as soon as their chosen program is available. Recipients must commit to use scholarship within sixty (60) days of high school graduation and start classroom attendance at Wyotech within one (1) year of high school graduation.

**ADDENDUM, Effective February 10, 2015:** The following academic calendar has been updated to Appendix B of the catalog:

**2016 Academic Calendar**

**Winter Schedule 2016**

*January Registration.................................................................Monday, January 4, 2016
Course Session...........................................................................Monday, January 4, 2016 - Friday, February 12, 2016
Finals and Course End...............................................................Friday, February 12, 2016

*February Registration ......................................................... Monday, February 15, 2016
Course Session...........................................................................Monday, February 15, 2016 - Friday, March 25, 2016
Finals and Graduation ...............................................................Friday, March 25, 2016
Scheduled Break........................................................................Saturday, March 26, 2016 – Monday, March 28, 2016

**Spring Schedule 2016**

*April Registration .................................................................Monday, March 28, 2016
Course Session...........................................................................Tuesday, March 29, 2016 - Monday, May 9, 2016
Finals and Course End...............................................................Monday, May 9, 2016
*May Registration .................................................................Tuesday, May 10, 2016
Course Session...........................................................................Tuesday, May 10, 2016 - Tuesday, June 21, 2016
Memorial Day Holiday.............................................................Tuesday, June 21, 2016
Finals and Graduation ...............................................................Tuesday, June 21, 2016
Scheduled Break........................................................................Wednesday, June 22, 2016 - Sunday, June 26, 2016

**Summer Schedule 2016**

*June Registration .................................................................Friday, June 24, 2016
Course Session...........................................................................Monday, June 27, 2016 - Monday, August 8, 2016
Independence Day Holiday......................................................Monday, July 4, 2016
Finals and Course End...............................................................Monday, August 8, 2016
*August Registration ..............................................................Monday, August 8, 2016
Course Session...........................................................................Tuesday, August 9, 2016 - Tuesday, September 20, 2016
Labor Day Holiday.................................................................Tuesday, September 20, 2016
Finals and Graduation ...............................................................Tuesday, September 20, 2016
Scheduled Break........................................................................Wednesday, September 21, 2016 - Sunday, September 25, 2016

**Fall Schedule 2016**

*September Registration ........................................................Friday, September 23, 2016
Course Session...........................................................................Monday, September 26, 2016 - Friday, November 4, 2016
Finals and Course End...............................................................Friday, November 4, 2016
*November Registration...........................................................Monday, November 7, 2016
**ADDENDUM, Effective February 2, 2015:** The language to remove copyright and reference to Corinthian Colleges is as follows:

The catalog copyright “Copyright © 2012 by Corinthian Colleges, Inc.” has been removed. All other references to Corinthian Colleges (CCI) have either been removed or have been replaced with Zenith Education Group.

**ADDENDUM, Effective February 2, 2015:** The language to update the School Ownership table is as follows:

<table>
<thead>
<tr>
<th>ZENITH EDUCATION GROUP</th>
</tr>
</thead>
<tbody>
<tr>
<td>The following schools are owned by Zenith Education Group:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Everest College</strong></th>
<th><strong>Detroit, MI</strong> (branch of Everest Institute, Southfield, MI)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arlington (Mid Cities), TX (additional location of Everest College, Springfield, MO)</td>
<td>Eagan, MN (additional location of Everest Institute, Cross Lanes, WY)</td>
</tr>
<tr>
<td>Aurora, CO (additional location of Everest College, Thornton, CO)</td>
<td>Gahanna, OH (branch of Everest Institute, Southfield, MI)</td>
</tr>
<tr>
<td>Atlanta West, GA (branch of Everest Institute, Southfield, MI)</td>
<td>Grand Rapids, MI (main campus)</td>
</tr>
<tr>
<td>Bedford Park, IL (branch of Everest Institute, Southfield, MI)</td>
<td>Houston (Bissonnet), TX (branch of Everest College, Renton, WA)</td>
</tr>
<tr>
<td>Bremerton, WA (main campus)</td>
<td>Houston (Greenspoint), TX (branch of Everest Institute, San Antonio, TX)</td>
</tr>
<tr>
<td>Burr Ridge, IL (branch of Everest College, Skokie, IL)</td>
<td>Houston (Hobby), TX (branch of Everest Institute, San Antonio, TX)</td>
</tr>
<tr>
<td>Chesapeake, VA (additional location of Everest College, Newport News, VA)</td>
<td>Jonesboro, GA (branch of Everest Institute, Southfield, MI)</td>
</tr>
<tr>
<td>Colorado Springs, CO (main campus)</td>
<td>Kalamazoo, MI (additional location of Everest Institute, Grand Rapids, MI)</td>
</tr>
<tr>
<td>Dallas, TX (additional location of Everest College, Portland, OR)</td>
<td>Marietta, GA (branch of Everest Institute, Southfield, MI)</td>
</tr>
<tr>
<td>Everett, WA (additional location of Everest College, Bremerton, WA)</td>
<td>Norcross, GA (branch of Everest Institute, Southfield, MI)</td>
</tr>
<tr>
<td>Fort Worth North, TX (additional location of Everest College, Salt Lake City, UT)</td>
<td>Pittsburgh, PA (main campus)</td>
</tr>
<tr>
<td>Fort Worth South, TX (additional location of Everest College, Colorado Springs, CO)</td>
<td>Portland (Tigard), OR (additional location of Everest College, Seattle, WA)</td>
</tr>
<tr>
<td>Henderson, NV (main campus)</td>
<td>San Antonio, TX (main campus)</td>
</tr>
<tr>
<td>Kansas City, MO (additional location of Everest University, Pompano Beach)</td>
<td>Silver Spring, MD (additional location of Everest College, Portland, OR)</td>
</tr>
<tr>
<td>Melrose Park, IL (branch of Everest College, Skokie, IL)</td>
<td>Southfield, MI (main campus)</td>
</tr>
<tr>
<td>Merrillville, IN (additional location of Everest Institute, Grand Rapids, MI)</td>
<td>South Plainfield, NJ (branch of Everest Institute, Southfield, MI)</td>
</tr>
<tr>
<td>Merrionette Park, IL (additional location of Everest University, Pompano Beach, FL)</td>
<td><strong>Everest University</strong></td>
</tr>
<tr>
<td>Newport News, VA (main campus)</td>
<td>Tampa (Brandon), FL (additional location of Everest University, North Orlando, FL)</td>
</tr>
<tr>
<td>Portland, OR (main campus)</td>
<td>Jacksonville, FL (additional location of Everest University, North Orlando, FL)</td>
</tr>
<tr>
<td>Renton, WA (main campus)</td>
<td>Lakeland, FL (additional location of Everest University, North Orlando, FL)</td>
</tr>
<tr>
<td>Salt Lake City, UT (main campus)</td>
<td>Largo, FL (additional location of Everest University, North Orlando, FL)</td>
</tr>
<tr>
<td>Seattle, WA (main campus)</td>
<td>Melbourne, FL (additional location of Everest University, North Orlando, FL)</td>
</tr>
<tr>
<td>Skokie, IL (main campus)</td>
<td>North Orlando, FL (main campus)</td>
</tr>
<tr>
<td>Springfield, MO (main campus)</td>
<td>Orange Park, FL (additional location of Everest University, North Orlando, FL)</td>
</tr>
<tr>
<td>St. Louis, MO (additional location of Everest College, Bremerton, WA)</td>
<td>Pompano Beach, FL (additional location of Everest University, North Orlando, FL)</td>
</tr>
<tr>
<td>Tacoma, WA (additional location of Everest College, Bremerton, WA)</td>
<td>South Orlando, FL (additional location of Everest University, North Orlando, FL)</td>
</tr>
<tr>
<td>Thornton, CO (main campus)</td>
<td>Tampa, FL (additional location of Everest University, North Orlando, FL)</td>
</tr>
<tr>
<td>Vancouver, WA (additional location of Everest College, Portland, OR)</td>
<td><strong>WyoTech</strong></td>
</tr>
<tr>
<td>Vienna, VA (Tyson’s Corner) (additional location of Everest College, Colorado Springs, CO)</td>
<td>Blairsville, PA (branch of WyoTech, Laramie, WY)</td>
</tr>
<tr>
<td>Woodbridge, VA (additional location of Everest College, Seattle, WA)</td>
<td>Daytona Beach, FL (main campus)</td>
</tr>
<tr>
<td><strong>Everest Institute</strong></td>
<td>Laramie, WY (main campus)</td>
</tr>
<tr>
<td>Austin, TX (branch of Everest Institute, Southfield, MI)</td>
<td><strong>WyoTech</strong></td>
</tr>
<tr>
<td>Bensalem, PA (additional location of Everest College, Seattle, WA)</td>
<td>Blairsville, PA (branch of WyoTech, Laramie, WY)</td>
</tr>
<tr>
<td>Chelsea, MA (additional location of Everest Institute, Southfield, MI)</td>
<td>Daytona Beach, FL (main campus)</td>
</tr>
<tr>
<td>Cross Lanes, WV (main campus)</td>
<td>Laramie, WY (main campus)</td>
</tr>
</tbody>
</table>
ADDENDUM, Effective February 2, 2015: The language to update the Statement of Ownership is as follows:

Statement of Ownership
This campus is owned and operated by Zenith Education Group, Inc. (Zenith), a Delaware nonprofit corporation. Zenith's sole member is ECMC Group, Inc., a Delaware nonprofit corporation. Corporate offices for Zenith and ECMC Group are located at:

1 Imation Place
Building 2
Oakdale, MN 55128

<table>
<thead>
<tr>
<th>ECMC Group</th>
<th>Officers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Directors</td>
<td>Officers</td>
</tr>
<tr>
<td>John DePodesta, Chair</td>
<td>David Hawn, President and CEO</td>
</tr>
<tr>
<td>Gary Cook</td>
<td>Greg Van Guilder, Chief Financial Officer and Treasurer</td>
</tr>
<tr>
<td>Roberta Cooper Ramo</td>
<td>Dan Fisher, General Counsel and Corporate Secretary</td>
</tr>
<tr>
<td>David Hawn</td>
<td></td>
</tr>
<tr>
<td>I. King Jordan</td>
<td></td>
</tr>
<tr>
<td>James McKeon</td>
<td></td>
</tr>
<tr>
<td>Jack O'Connell</td>
<td></td>
</tr>
<tr>
<td>Maurice Salter</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Zenith Education Group</th>
<th>Officers</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Gary Cook</td>
<td>Greg Van Guilder, Treasurer</td>
</tr>
<tr>
<td>I. King Jordan</td>
<td>Dan Fisher, Secretary</td>
</tr>
<tr>
<td>James McKeon</td>
<td></td>
</tr>
<tr>
<td>Jack O'Connell</td>
<td></td>
</tr>
</tbody>
</table>

ADDENDUM, Effective January 12, 2015: The following language has been removed from page 22 of the catalog:

RETENTION OF STUDENT RECORDS
Transcripts will be retained for at least 50 years. Other records will be retained for at least 5 years.

ADDENDUM, Effective January 12, 2015: The following language has been updated under the State Specific Attorney General Complaint Information section on page 52 of the catalog:

If the student does not feel that the school has adequately addressed a complaint or concern, the student may consider contacting the Kansas Board of Regents, Private Postsecondary Education Division, 1000 S.W. Jackson St., Suite 520, Topeka, Kansas 66612-1368, (785) 296-1529, Fax (888) 975-8313.

ADDENDUM, Effective January 12, 2015: The following language has been removed from the School History and Description section on page 2 of the catalog:

In January 2004, WyoTech’s third campus opened in West Sacramento, California, with Automotive Technology, Applied Service Management, and Motorsports Chassis Fabrication courses. In addition, a new facility was added in 2005, and course offerings were expanded to include Street Rod & Custom Fabrication and Advanced Automotive Diagnostics. In October 2006, the third facility expansion was added and course offerings were expanded to include Collision/Refinishing Technology, Trim and Upholstery Technology, and High Performance Power Trains. In October 2007, Light Duty Diesel was added to the specialty course offerings utilizing existing classrooms and shop space in the Automotive facility. The Electrician program was added in August 2009 and the Heating, Ventilation and Air Conditioning

ADDENDUM, effective November 10, 2014: The following Academic Progress Plan language has been updated in the catalog:

Academic Progress Plan (APP)
If at the end of any SAP evaluation period on the plan (APP) the student does not meet the plan’s requirement(s), the student will receive a dismissal letter and will be dismissed from the program. Additionally, a student is deemed to have not met the plan’s requirements by earning a failing grade (“F”) in any course while on the APP.

ADDENDUM, effective November 19, 2014: The effective date of the school catalog is extended to April 30, 2015, unless republished prior to the extended date.
ADDENDUM, Effective October 22, 2014: The following language has been added to the catalog.

WyoTech is licensed by the South Carolina Commission on Higher Education, 1122 Lady Street, Suite 300, Columbia, SC 29201, Telephone (803) 737-2260. Licensure indicates only that minimum standards have been met; it is not an endorsement or guarantee of quality. Licensure is not equivalent to or synonymous with accreditation by an accrediting agency recognized by the U.S. Department of Education.

ADDENDUM, Effective October 3, 2014: The following language has been added to the catalog:

WyoTech is accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC). The school is one of 107 campuses owned by Corinthian Colleges. On September 15, 2014, WyoTech received notification from ACCSC that CCI’s ACCSC-accredited campuses, including this campus, are being placed on “warning” by the Commission, warning the school that it might not be in compliance with accreditation standards and other requirements. The school is in the process of demonstrating corrective action and compliance with ACCSC accrediting standards. For further information on ACCSC and the steps to address accreditation compliance concerns, please visit the ACCSC website at www.accsc.org.

ADDENDUM, Effective October 3, 2014: The Dream Award Program and Scholarships language has been removed from pages 25 and 26 of the catalog.

ADDENDUM, effective August 20, 2014: The following highlighted language has been added to page 19 of the catalog.

STUDENT COMPLAINT/GRIEVANCE PROCEDURE

Each student is encouraged to discuss and resolve any difficulty or misunderstanding with the particular faculty or staff member(s) with whom the situation exists. If the student is unable to satisfactorily resolve the grievance, WyoTech has a formal grievance procedure to follow, which is distributed to each student through the Student Handbook. If the problem remains unresolved, students may contact the Student Help Line at (800) 874-0255 or studentservices@cci.edu. Additional state specific information regarding complaint/grievance procedures can be found in Appendix A of this catalog.

If a student does not feel that the school has adequately addressed a complaint or concern, the student may consider contacting the Accrediting Commission. All complaints considered by the Commission must be in written form, with permission from the complainant(s) for the Commission to forward a copy of the complaint to the school for a response. The complainant(s) will be kept informed as to the status of the complaint as well as the final resolution by the Commission. Please direct all inquiries to: Accrediting Commission of Career Schools and Colleges, 2101 Wilson Boulevard, Suite 302, Arlington, VA 22201, (703) 247-4212 or online at www.accsc.org. A copy of the Commission’s Complaint Form is available at the school and may be obtained by contacting the Director of Education.

ADDENDUM, effective August 13, 2014: The following website has been added to the State Specific Attorney General Complaint Information section on page 52 of the catalog for the state of New Mexico.

http://www.hed.state.nm.us/institutions/complaints.aspx

ADDENDUM effective July 30, 2014: The following highlighted dates are added to Appendix B: Academic Calendar beginning on page 53 of the catalog:

2015 Academic Calendar

Winter Schedule 2015

*January Registration..........................................................................................................................Friday, January 2, 2015
Course Session.....................................................................................................................................Monday, January 5, 2015 - Friday, February 13, 2015
Finals and Course End......................................................................................................................Friday, February 13, 2015
*February Registration......................................................................................................................Monday, February 16, 2015
Course Session.....................................................................................................................................Monday, February 16, 2015 - Friday, March 27, 2015
Finals and Graduation.......................................................................................................................Friday, March 27, 2015

Spring Schedule 2015

*April Registration ............................................................................................................................Monday, March 30, 2015
Course Session.....................................................................................................................................Tuesday, March 31, 2015 – Friday, May 8, 2015
Scheduled Saturday Class................................................................................................................Saturday, April 25, 2015
Finals and Course End......................................................................................................................Saturday, May 8, 2015
*May Registration.............................................................................................................................Monday, May 11, 2015
Course Session.....................................................................................................................................Monday, May 11, 2015 – Friday, June 19, 2015
Memorial Day Holiday.....................................................................................................................Monday, May 25, 2015
Scheduled Saturday Class................................................................................................................Saturday, May 30, 2015
Finals and Graduation.......................................................................................................................Friday, June 19, 2015
Scheduled Break...............................................................................................................................Saturday, June 20, 2015 – Sunday, June 28, 2015
Summer Schedule 2015
*June Registration .................................................................................................................. Monday, June 29, 2015 - Friday, August 7, 2015
Course Session ..................................................................................................................... Monday, June 29, 2015 - Friday, August 7, 2015
*August Registration ........................................................................................................... Monday, August 10, 2015
Course Session ..................................................................................................................... Monday, August 10, 2015 - Friday, September 18, 2015
Labor Day Holiday ............................................................................................................... Saturday, September 19, 2015 – Sunday, September 27, 2015
Scheduled Break .................................................................................................................. Saturday, September 19, 2015 – Sunday, September 27, 2015
Finals and Graduation ......................................................................................................... Friday, September 18, 2015
Course Session ..................................................................................................................... Monday, September 28, 2015 - Friday, November 6, 2015
*November Registration ....................................................................................................... Monday, November 9, 2015
Course Session ..................................................................................................................... Monday, November 9, 2015 - Tuesday, December 22, 2015
Finals and Course End .......................................................................................................... Friday, November 6, 2015
Course Session ..................................................................................................................... Monday, December 7, 2015 - Friday, February 19, 2016
Finals and Graduation ......................................................................................................... Tuesday, February 16, 2016

Fall Schedule 2015
*September Registration ..................................................................................................... Friday, September 25, 2015
Course Session ..................................................................................................................... Monday, September 28, 2015 - Friday, November 6, 2015
*October Registration ........................................................................................................ Monday, October 5, 2015
Course Session ..................................................................................................................... Monday, October 5, 2015 - Friday, November 6, 2015
*November Registration ....................................................................................................... Monday, November 9, 2015
Course Session ..................................................................................................................... Monday, November 9, 2015 - Tuesday, December 22, 2015
Thanksgiving Holiday Break ............................................................................................... Thursday, November 26, 2015 - Sunday, November 29, 2015
Finals and Graduation ......................................................................................................... Friday, November 6, 2015
Course Session ..................................................................................................................... Monday, December 7, 2015 - Friday, February 19, 2016
Finals and Graduation ......................................................................................................... Tuesday, February 16, 2016

ADDENDUM effective July 21, 2014: the following highlighted housing prices have been updated in Appendix C: Tuition and Fees on page 56 of the catalog:

Housing Fees, Deposits, and Rent
Non-refundable housing application fee: $50
Refundable damage deposit: $150
Rent per month - Downey double occupancy bedroom: $350
Rent per month - Campus Courtyard double occupancy bedroom: $425
Rent per month - Campus Courtyard single occupancy bedroom: $525

ADDENDUM effective July 21, 2014: The following language has been added to Appendix C: Tuition and Fees on page 56 of the catalog:

Dependent students with no post-secondary credit must live in the dormitory. Dependent students with less than 2 years post-secondary credit may be required to live in the dormitory depending upon space available. Notwithstanding the above; WyoTech reserves the right to require certain students to live in the dormitory based upon their individual circumstances.

ADDENDUM, effective May 30, 2014: The following Refund language has been updated in the catalog.

Institutional Pro Rata Refund Calculation and Policy

When a student withdraws, The School must determine how much of the tuition and fees he/she is eligible to retain. The Pro Rata Refund Calculation and Policy is an institutional policy and is different from the Federal Financial Aid Return Policy and Return calculation; therefore, after both calculations are applied, a student may owe a debit balance (i.e. the student incurred more charges than he/she earned Title IV funds) to The School.

The School will perform the Pro Rata Refund Calculation for those students who terminate their training before completing the period of enrollment (i.e., students who receive a final grade of “W” or “WZ”). Under the Pro Rata Refund Calculation, The School is entitled to retain only the percentage of charges (tuition, room, board, etc.) proportional to the period of enrollment completed by the student. The period of enrollment for students enrolled in modular programs is the academic year. The period of enrollment for students enrolled in quarter-based programs is the quarter. The refund is calculated using the following steps:
1. Determine the total charges for the period of enrollment.
2. Divide this figure by the total number of calendar days in the period of enrollment.
3. The answer to the calculation in step 2 is the daily charge for instruction.
4. The amount owed by the student for the purposes of calculating a refund is derived by multiplying the total calendar days in the period as of the student’s last date of attendance by the daily charge for instruction and adding in any book or equipment charges.
5. The refund shall be any amount in excess of the figure derived in step 4 that was paid by the student.
ADDENDUM, Effective Date: May 28, 2014: The lab hours for the following courses have been corrected:

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Current Lab Hours</th>
<th>Revised Lab Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course 100: Basic Engine Management Systems</td>
<td>110</td>
<td>120</td>
</tr>
<tr>
<td>Course 200: Drivability Diagnostics</td>
<td>130</td>
<td>140</td>
</tr>
<tr>
<td>Course 300: Drivetrain Systems</td>
<td>119</td>
<td>129</td>
</tr>
<tr>
<td>Course 600: Fluid Power and Electrical Systems</td>
<td>128.5</td>
<td>138.5</td>
</tr>
<tr>
<td>Course 700: Engines</td>
<td>148</td>
<td>158</td>
</tr>
<tr>
<td>Course 800: Engine Management Systems and Refrigeration</td>
<td>102.5</td>
<td>112.5</td>
</tr>
<tr>
<td>Course 900: Power Trains</td>
<td>123</td>
<td>133</td>
</tr>
<tr>
<td>Course 1100: Collision Repair I</td>
<td>129</td>
<td>139</td>
</tr>
<tr>
<td>Course 1200: Collision Repair II</td>
<td>129</td>
<td>139</td>
</tr>
<tr>
<td>Course 2110: Accounting and Financial Management</td>
<td>16.5</td>
<td>20.5</td>
</tr>
<tr>
<td>Course 2120: Computers and Business Applications</td>
<td>29.5</td>
<td>32.5</td>
</tr>
<tr>
<td>Course 2130: Communications</td>
<td>25</td>
<td>28</td>
</tr>
<tr>
<td>Course 2210: Management Concepts</td>
<td>34.5</td>
<td>37.5</td>
</tr>
<tr>
<td>Course 2220: Human Resource Management</td>
<td>36</td>
<td>39</td>
</tr>
<tr>
<td>Course 2230: Shop Management</td>
<td>35.5</td>
<td>39.5</td>
</tr>
<tr>
<td>Course 3300: Motorsports Chassis Fabrication II</td>
<td>157</td>
<td>167</td>
</tr>
<tr>
<td>Course 3600: Advanced Street Rod</td>
<td>180</td>
<td>190</td>
</tr>
<tr>
<td>Course 3800: Advanced Diesel I</td>
<td>171</td>
<td>181</td>
</tr>
<tr>
<td>Course 3900: Advanced Diesel II</td>
<td>189</td>
<td>199</td>
</tr>
</tbody>
</table>

ADDENDUM effective May 28, 2014: The following is added to page 36 of the school catalog:

**Course Numbering System**

WyoTech uses the following course numbering system to designate the general subject area of the courses offered:

<table>
<thead>
<tr>
<th>Automotive</th>
<th>100 – 400</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diesel</td>
<td>600 – 900</td>
</tr>
<tr>
<td>Collision/Refinishing</td>
<td>1100 – 1400</td>
</tr>
<tr>
<td>Trim &amp; Upholstery</td>
<td>1700 – 1800</td>
</tr>
<tr>
<td>Applied Service Management</td>
<td>2110 – 2230</td>
</tr>
<tr>
<td>High-Performance Power Trains</td>
<td>2700 – 2800</td>
</tr>
<tr>
<td>Motorsports Chassis Fabrication</td>
<td>3200 – 3300</td>
</tr>
<tr>
<td>Street Rod &amp; Custom Fabrication</td>
<td>3500 – 3600</td>
</tr>
<tr>
<td>Advanced Diesel</td>
<td>3800 – 3900</td>
</tr>
<tr>
<td>Light-Duty Diesel</td>
<td>4100 – 4200</td>
</tr>
<tr>
<td>Diesel Advanced Technology Education</td>
<td>4300 – 4400</td>
</tr>
<tr>
<td>Advanced Automotive Diagnostics</td>
<td>4500 – 4600</td>
</tr>
<tr>
<td>Off-Road Power</td>
<td>4800 – 4900</td>
</tr>
</tbody>
</table>

ADDENDUM, effective May 21, 2014: The following language has been updated to page 59 of the catalog.

Students aggrieved by action of the school should attempt to resolve these problems with appropriate school officials. Should this procedure fail, students may contact: Oregon Higher Education Coordinating Commission, Private Career Schools, 775 Court ST. NE, Salem, OR 97301.

ADDENDUM, effective May 14, 2014: The following language has been added to the Advanced Standing/Transferring Credit Into WyoTech section on page 6 of the catalog.

**ADVANCED STANDING/TRANSFERRING CREDIT INTO WYOTECH**

For active-duty service members and their adult family members (spouse and college age children) WyoTech will limit academic residency to no more than 25% of the degree requirement for all diplomas or degrees. In addition, there are no “final year” or “final semester” residency requirements for active-duty service members and their family members. Academic residency can be completed at any time while active-duty service members and their family members are enrolled. Reservist and National Guardsmen on active-duty are covered in the same manner.

ADDENDUM, Effective Date: April 23, 2014: The following program has been removed from the Tuition and Fees table on page 56 of the catalog. This program is not offered.

<table>
<thead>
<tr>
<th>Program</th>
<th>Duration</th>
<th>Credits</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diesel Technology with Trim and Upholstery Technology</td>
<td>9 mo.</td>
<td>60.0</td>
<td>$29,250</td>
</tr>
</tbody>
</table>
ADDENDUM, Effective Date: April 11, 2014: The following language has been updated on page 44 of the catalog.

KENTUCKY STUDENT INFORMATION

If the student does not feel that the school has adequately addressed a complaint or concern, the student may consider contacting the Kentucky Commission on Proprietary Education at: Capital Plaza Tower, Room 303, 500 Mero Street, Frankfort, KY 40601; (502) 564-4185;
http://www.bpe.ky.gov/FR/rdonlvres/1BB8CA02-8F89-43A3-8957-AB01DB805389/o/ComplaintForm.doc;
http://kcpe.ky.gov/forms/FormtoFileaComplaint.pdf; kcpe@ky.gov.

ADDENDUM, effective April 4, 2014: The following language has been updated to the Kentucky Student Information section on page 44 of the catalog:

KENTUCKY STUDENT PROTECTION FUND

Ky. Rev. Stat. § 165A.450 requires all licensed schools, resident and non-resident, to contribute to a student protection fund, which will be used to pay off debts incurred due to the closing of a school. If you were enrolled and attending a licensed school at the time of its closure, you may be entitled to a refund for fees incurred during that time.

To file a claim against the Student Protection Fund, please submit the “Form for Claims Against the Student Protection Fund.” This form is provided by the Kentucky Commission on Proprietary Education and is available at: http://educationcabinet.ky.gov/NR/rdonlyres/418B7C92-A318-4021-B483-61261A2016F3/0/FormforClaimsAgainsttheStudentProtectionFund.pdf.

You must also submit a document(s) proving any of the following:

- Proof of enrollment at the time of school closing (i.e., enrollment agreement, class schedule, etc.).
- Proof of attendance at the time the school closed (i.e., dated course work, attendance record, etc.).
- Proof of payment of tuition, books or fees (i.e., receipts, cancelled checks or student accounts).
- Any other documentation to support your claim of enrollment, attendance or payment.

For further information concerning this process, contact the commission office at 502-564-4185, email to: kcpe@ky.gov.

ADDENDUM, effective February 28, 2014: The following language has been updated to the title page section of the catalog.

GAINFUL EMPLOYMENT DISCLOSURES

For more information about our graduation rates, the median debt of students who completed the program and other important information, please visit our website at www.wyotech.edu/disclosures.

Note: All previous program disclosures have been removed from the school catalog and addenda.

ADDENDUM, effective February 28, 2014: The following language has been updated to the “Statement of Non-Discrimination” (under Administrative Policies) section on page 18 of the catalog.

ADDED:

WyoTech does not and will not discriminate on the basis of race, color, religion, age, disability, sex, pregnancy (including childbirth, false pregnancy, termination of pregnancy, and recovery therefrom), sexual orientation, national origin, citizenship status, gender identity or status, veteran status, actual or potential parental, family or marital status in the administration of its educational and admissions policies, scholarship and loan programs, or other school-administered programs. For information on discrimination-related grievances, please see the Discrimination Grievance Procedures section.

REMOVED:

WyoTech does not discriminate on the basis of race, color, religion, age, disability, sex, sexual orientation, national origin, citizenship status, gender identity or status, veteran or marital status in the administration of its educational and admissions policies, scholarship and loan programs, or other school-administered programs. In compliance with the Americans with Disabilities Act of 1990, as amended and Section 504, WyoTech provides qualified applicants and students who have disabilities with reasonable accommodations that do not impose undue hardship.

ADDENDUM, effective February 28, 2014: The following language has been updated under Administrative Policies section on page 18 of the catalog.

ADDED:

DISCRIMINATION GRIEVANCE PROCEDURES

A student initiates the Discrimination Grievance Procedure by contacting the Section 504/ADA Coordinator for disability-related complaints, or the Campus President for all other complaints alleging discrimination carried out by employees, other students, or third parties. The Section 504/ADA Coordinator and Campus President can be reached at the campus contact information located in this catalog. A student’s participation in any informal resolution procedures is voluntary and he/she may
pursue this formal grievance procedure at any time. The Section 504/ADA Coordinator or Campus President or his/her designee will explain the complaint procedures and assist the student in filing a complaint. The complaint need only be a written letter containing allegations that specifically identify the discriminatory conduct, the person(s) who did it, and all witnesses the student believes can support the allegations. A complaint should be made as soon as the student believes he/she has been discriminated against, but no later than within 180 days of the date that the alleged discrimination occurred, or the date on which the student could reasonably have learned of the discrimination.

When a complaint is filed, the Section 504/ADA Coordinator or Campus President or his/her designee begins an investigation within 14 days. The student, the accused, and any witnesses they identify are interviewed. Any relevant documents identified by these persons are reviewed. Within 45 days of the complaint, the Section 504/ADA Coordinator or Campus President or his/her designee will inform the student and accused in writing of sufficient or insufficient evidence to confirm the student’s allegations, state the key facts, reasons why that conclusion was reached, and outline any proposed resolution or corrective action if applicable, subject to any applicable privacy constraints. The student is also notified of the right to appeal the investigation conclusion. An appeal must be made in writing to the CCI Director of Academic Services, who may be reached at the Student Help Line number or email address below within 15 days of receiving notice about the investigation conclusion. Within 15 days of receiving the appeal, the CCI Director of Academic Services will review the matter and provide a decision in writing.

Complaints are investigated in a manner that protects the privacy and confidentiality of the parties to the extent possible. No employee or agent of the School may intimidate, threaten, coerce or otherwise discriminate or retaliate against any individual because he or she has filed a complaint or participated in the complaint resolution process. If a student believes any such retaliation has occurred, a complaint of retaliation should be filed according to the procedure described above. WyoTech makes every effort to prevent recurrence of any finding of discrimination and corrects any discriminatory effects on the grievant and others, if appropriate.

If the 504/ADA Coordinator or Campus President is the subject of the grievance, the student should contact the Student Services Manager at the Student Help Line at (800) 874-0255 or via email at StudentServices@cci.edu. The Student Helpline in consultation with the appropriate Academic Services team member(s) will provide guidance to the student for initiating and submitting their grievance in writing to StudentServices@cci.edu.

REMOVED:

DISABILITY GRIEVANCE PROCEDURES

A student initiates the Disability Grievance Procedure by contacting the Section 504/ADA Coordinator. The Section 504/ADA Coordinator will explain the complaint procedures and assist the student in filing a complaint. The complaint need only be a written letter containing allegations that specifically identify the discriminatory conduct, the person(s) who did it, and all witnesses the student believes can support the allegations. A complaint should be made as soon as the student believes he/she has been discriminated against, but no later than within 180 days of the date that the alleged discrimination occurred, or the date on which the student could reasonably have learned of the discrimination.

When a complaint is filed, the Section 504/ADA Coordinator begins an investigation within 14 days. The student, the accused, and any witnesses they identify are interviewed. Any relevant documents identified by these persons are reviewed. Within 45 days of the complaint, the Section 504/ADA Coordinator informs the student and accused in writing of sufficient or insufficient evidence to confirm the student’s allegations, states the key facts, reasons why that conclusion was reached, and outlines any proposed resolution or corrective action if applicable. The student is also notified of the right to appeal the investigation conclusion. An appeal must be made in writing to the CCI Director of Academic Services, who may be reached at the Student Help Line number or email address below within 15 days of receiving notice about the investigation conclusion. Within 15 days of receiving the appeal, the CCI Director of Academic Services reviews the matter and provides a decision in writing.

Complaints are investigated in a manner that protects the privacy and confidentiality of the parties to the extent possible. No employee or agent of the school may intimidate, threaten, coerce or otherwise discriminate or retaliate against any individual because he or she has filed a complaint or participated in the complaint resolution process. If a student believes any such retaliation has occurred, a complaint of retaliation should be filed according to the procedure described above.

If the 504/ADA Coordinator is the subject of the grievance, the student should contact the Student Help Line at (800) 874-0255 or via email at StudentServices@cci.edu. The Student Helpline in consultation with the appropriate Academic Services team member(s) will provide guidance to the student for initiating and submitting their grievance in writing to StudentServices@cci.edu.

ADDENDUM, effective February 28, 2014: The following language has been updated on page 7 of the catalog.

ADDED:

LEAVE OF ABSENCE POLICY (MODULAR PROGRAMS ONLY)

WyoTech permits students to request a leave of absence (LOA) as long as the leave does not exceed a total of 180 days during any 12-month period, starting from the first day of the first leave, and as long as there are documented, legitimate extenuating circumstances that require the students to interrupt their education, including pregnancy (including childbirth, false pregnancy, termination of pregnancy, and recovery therefrom) or temporary disability. Students requesting an LOA must submit
WyoTech Laramie
2012-2014 Catalog Addenda to
Version XLI Effective 10/1/2012 – 12/31/2014
Revision Date: 04/08/2015

A completed Leave of Absence Request Form prior to the beginning date of the leave. If unforeseen circumstances prevent the student from submitting the request in advance, the leave may still be granted, but only if:

a) the school documents the unforeseen circumstances, and
b) the student submits a completed Leave of Absence Request Form by the tenth (10th) calendar day of the leave.

NOTE: WyoTech does not permit leaves of absence for students enrolled in quarter-based programs. Students experiencing circumstances that may make it necessary to interrupt their attendance temporarily should see the Academic Dean/Director of Education.

A student must return from a LOA on the first day of any appropriate module or prior to the expiration of his or her leave. A student who goes on leave prior to the end of a module shall receive a grade of “L” (leave) which shall remain on his or her transcript until the student returns from an LOA, retakes the entire module and earns a grade. The module with a grade of “L” shall not be included in the calculation of Rate of Progress (ROP), Maximum Time Frame (MTF) or attendance.

REMOVE:

LEAVES OF ABSENCE (LOA) POLICY

Occasionally situations arise, such as family tragedies or medical emergencies that make it necessary for students to briefly interrupt their education. Recognizing this, WyoTech permits students to request Leaves of Absence under the following conditions:

1. The student must request the leave in writing, in advance whenever possible, and the request must be signed, dated, and include a reason for the request.
2. The leave must not exceed one hundred and eighty (180) calendar days during any 12-month period, excluding scheduled school breaks.
3. The leave must be approved by the Director of Education.

Failure to return from a Leave of Absence will result in official withdrawal.

ADDENDUM effective January 2, 2014: The following program has been added to the program offerings at the campus. This new program will not be available to students in various states until the respective state education departments grants approval.

<table>
<thead>
<tr>
<th>Credential</th>
<th>Clock Hours</th>
<th>Credit Hours</th>
<th>Program Length</th>
<th>Program Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diploma</td>
<td>1,500</td>
<td>60.0</td>
<td>9 months</td>
<td>$29,250</td>
</tr>
</tbody>
</table>

The objective of this Diploma program is to provide the student with skills necessary to obtain a broad range of entry-level diesel technician positions. The student receives up-to-date training as a modern diesel technician plus specialty training for Mack Trucks and Volvo Trucks. The student will receive product specific training, theory, hands on repair and diagnosis of Mack Trucks and Volvo Trucks. Most employers will require drug testing and most will require a driving record that will allow the employee to obtain a Commercial Driver’s License (CDL). Theory lectures and labs are used, and the program consists of approximately 43% theory and 57% lab.

Additional Program Requirements:

To be eligible for this program students are required to sustain the following:

1) 97% attendance or higher;
2) A 3.0 CGPA or higher;
3) Possession of a driver’s license or the ability to obtain a driver’s license.
4) Students must also be interviewed and recommended by the Director of Education (or designee) for continuation into the Diesel Advanced Technology Education I course.

If a student’s performance within the Diesel Technology core courses falls below the above criteria, the student may choose to enroll or transfer into any other program currently offered at the campus. Should a student not meet or fail to sustain the aforementioned requirements, the Director of Education (or designee) will consider extenuating circumstances.
Theory in antilock brake systems. Theory and lab in operation, failure analysis, troubleshooting, repair and adjustments of the

Lecture Hrs: 92. Lab Hrs: 158. Outside Hrs: 62.5. Engine dynamometers to evaluate engine performance are also demonstrated. Prerequisite: None.

diagnostic troubleshooting, engine brakes and tune-up. The engines covered are Caterpillar, Detroit, and Cummins. The use of

Theory and lab practices in diesel engine rebuild, identification, manual usage, turbochargers, failure analysis, measuring,

converters, Allison transmissions, basic DC electricity and electrical systems, repair and troubleshooting of hydraulic systems,

pumps and cylinders, and mobile electrical systems. Reading of hydraulic and electrical diagrams. Use of flowmeters, pressure

gauges, multimeters and starter/alternator/battery test equipment. Prerequisite: None. Lecture Hrs: 111.5. Lab Hrs: 138.5.

This course introduces students to product specific truck theory, repair and diagnosis on emission systems operations, catalytic

reduction converter, Diesel Particulate Filter, Preventive Maintenance Inspection, cab and chassis heating and air conditioning,

airbags and driver safety, wiring harnesses, ergonomics, power trains to include transmission systems, clutches, brakes, ABS,

Federal Brake Inspection, axles and differentials and suspensions and engine tune-up. Prerequisite: Successful completion of

DATE 4300: Diesel Advanced Technology Education for Mack Trucks and Volvo Trucks I 10.0 Credit Hours

This course introduces students to industry and OEM history, time management, warranty, safety, model identification, product

specific truck theory, Volvo/Mack OEM program support tools and software, engine repair and diagnosis, fuel delivery, ignition,

turbo, exhaust, engine management systems, drivability, electronics, overhaul, cooling, lubrication computer based diagnostics,

and component locations. Prerequisite: Successful completion of two of the four Diesel Technology courses 600, 700, 800, 900.


ADDENDUM effective November 13, 2013: The following cancellation and refund policy replaces the respective

MINNESOTA STUDENT INFORMATION

BUYER’S RIGHT TO CANCEL: All notices of cancellation should be in writing, signed and dated, and mailed or delivered to

the Admissions Office located at your campus. Written notice of cancellation shall take place on the date the letter of cancellation is

postmarked or, in the case where the notice is hand carried, it shall occur on the date the notice is delivered to the school. The date

Version XLI Effective 10/1/2012 – 12/31/2014

Revision Date: 04/08/2015

MACK TRUCKS AND VOLVO TRUCKS

DATE 4400 Diesel Advanced Technology Education for Mack Trucks and Volvo Trucks II 10.0 Credit Hours

This course introduces students to product specific truck theory, repair and diagnosis on emission systems operations, catalytic

reduction converter, Diesel Particulate Filter, Preventive Maintenance Inspection, cab and chassis heating and air conditioning,

airbags and driver safety, wiring harnesses, ergonomics, power trains to include transmission systems, clutches, brakes, ABS,

Federal Brake Inspection, axles and differentials and suspensions and engine tune-up. Prerequisite: Successful completion of

DATE 4300. Lecture Hrs 91. Lab Hrs: 159. Outside Hrs: 62.5.

DATE 4400 Diesel Advanced Technology Education for Mack Trucks and Volvo Trucks II 10.0 Credit Hours

This course introduces students to product specific truck theory, repair and diagnosis on emission systems operations, catalytic

reduction converter, Diesel Particulate Filter, Preventive Maintenance Inspection, cab and chassis heating and air conditioning,

airbags and driver safety, wiring harnesses, ergonomics, power trains to include transmission systems, clutches, brakes, ABS,

Federal Brake Inspection, axles and differentials and suspensions and engine tune-up. Prerequisite: Successful completion of

DATE 4300. Lecture Hrs 91. Lab Hrs: 159. Outside Hrs: 62.5.

DATE 4400 Diesel Advanced Technology Education for Mack Trucks and Volvo Trucks II 10.0 Credit Hours

This course introduces students to product specific truck theory, repair and diagnosis on emission systems operations, catalytic

reduction converter, Diesel Particulate Filter, Preventive Maintenance Inspection, cab and chassis heating and air conditioning,

airbags and driver safety, wiring harnesses, ergonomics, power trains to include transmission systems, clutches, brakes, ABS,

Federal Brake Inspection, axles and differentials and suspensions and engine tune-up. Prerequisite: Successful completion of

DATE 4300. Lecture Hrs 91. Lab Hrs: 159. Outside Hrs: 62.5.

DATE 4400 Diesel Advanced Technology Education for Mack Trucks and Volvo Trucks II 10.0 Credit Hours

This course introduces students to product specific truck theory, repair and diagnosis on emission systems operations, catalytic

reduction converter, Diesel Particulate Filter, Preventive Maintenance Inspection, cab and chassis heating and air conditioning,

airbags and driver safety, wiring harnesses, ergonomics, power trains to include transmission systems, clutches, brakes, ABS,

Federal Brake Inspection, axles and differentials and suspensions and engine tune-up. Prerequisite: Successful completion of

DATE 4300. Lecture Hrs 91. Lab Hrs: 159. Outside Hrs: 62.5.

DATE 4400 Diesel Advanced Technology Education for Mack Trucks and Volvo Trucks II 10.0 Credit Hours

This course introduces students to product specific truck theory, repair and diagnosis on emission systems operations, catalytic

reduction converter, Diesel Particulate Filter, Preventive Maintenance Inspection, cab and chassis heating and air conditioning,

airbags and driver safety, wiring harnesses, ergonomics, power trains to include transmission systems, clutches, brakes, ABS,

Federal Brake Inspection, axles and differentials and suspensions and engine tune-up. Prerequisite: Successful completion of

DATE 4300. Lecture Hrs 91. Lab Hrs: 159. Outside Hrs: 62.5.
of execution of this enrollment agreement shall be presumed to be the date of delivery of the notice of acceptance, and if delivered by mail, the postmarked date of the letter of acceptance from the school. All notices of cancellation shall be acknowledged in writing within 10 business days of receipt of such notice and all refunds shall be forwarded to the student within 30 business days of receipt of such notice. Notification of a student’s cancellation will be made within 30 days to any agency known to the school to be providing financial aid. Minnesota students will be notified of acceptance or rejection in writing. In the event a student is rejected, all tuition, fees and other charges will be refunded. In addition to 7. CANCELLATION POLICY (a) (2) and (3), at the top of page 2 of 4, and notwithstanding anything to the contrary, if a Minnesota student gives written notice of cancellation within five business days of the execution of this contract or day on which the student is accepted, then a complete refund is given regardless of whether the program has started. If a Minnesota student gives written notice of cancellation after five business days of the execution of this contract or day on which the student is accepted, but before the start of the program by the school, then all tuition, fees and other charges, except 15 percent of the total cost of the program (15 percent not to exceed $50.00) shall be refunded to the student. If a Minnesota student gives written notice of cancellation after the start of the period of instruction for which the student has been charged, but before completion of 75 percent of the period of instruction, then student is assessed a pro rata portion of tuition, fees and all other charges based on the number of days in the term, plus 25 percent of the total program cost (25 percent not to exceed $100.00). This refund policy is not linked to the school’s student conduct code. It is not the practice of the school to transfer or sell promissory instruments; however, promissory instruments will not be negotiated prior to completion of 50% of the course of instruction.

**ADDENDUM effective November 13, 2013:** The following refund policies are added to the CANCELLATION AND REFUND POLICIES beginning on page 22 of the school catalog.

**MISSISSIPPI STUDENT INFORMATION**

A student who withdraws after five business days of scheduled class attendance of the first period of enrollment will receive a refund in accordance with the following *Mississippi Refund Policy*:

<table>
<thead>
<tr>
<th>Time Attended</th>
<th>Percent of Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>After first week; up to 10%</td>
<td>90%</td>
</tr>
<tr>
<td>After 10%; up to 25%</td>
<td>50%</td>
</tr>
<tr>
<td>More than 25%; up to 50%</td>
<td>25%</td>
</tr>
<tr>
<td>More than 50%</td>
<td>0%</td>
</tr>
</tbody>
</table>

The percent of time attended is based on the number of days of attendance compared to the number of days in the period of enrollment.

A student who withdraws during a subsequent period of enrollment will receive a refund applicable to the subsequent period of enrollment in accordance with the following schedule:

<table>
<thead>
<tr>
<th>Time Attended</th>
<th>Percent of Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within first week</td>
<td>90%</td>
</tr>
<tr>
<td>After first week; through the third week</td>
<td>80%</td>
</tr>
<tr>
<td>After third week; up to 25%</td>
<td>55%</td>
</tr>
<tr>
<td>More than 25%; up to 50%</td>
<td>30%</td>
</tr>
<tr>
<td>More than 50%</td>
<td>0%</td>
</tr>
</tbody>
</table>

**NEW JERSEY STUDENT INFORMATION**

A student who withdraws after five business days of scheduled class attendance of the first period of enrollment will receive a refund in accordance with the following *New Jersey Refund Policy*:

<table>
<thead>
<tr>
<th>Time Attended</th>
<th>Percent of Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within first week</td>
<td>90%</td>
</tr>
<tr>
<td>After first week; through the third week</td>
<td>80%</td>
</tr>
<tr>
<td>After third week; up to 25%</td>
<td>55%</td>
</tr>
<tr>
<td>More than 25%; up to 50%</td>
<td>30%</td>
</tr>
<tr>
<td>More than 50%</td>
<td>0%</td>
</tr>
</tbody>
</table>

The percent of time attended is based on the number of days of attendance compared to the number of days in the period of enrollment.

A student who withdraws during a subsequent period of enrollment will receive a refund applicable to the subsequent period of enrollment in accordance with the following schedule:

<table>
<thead>
<tr>
<th>Time Attended</th>
<th>Percent of Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within first week</td>
<td>90%</td>
</tr>
<tr>
<td>After first week; through the third week</td>
<td>80%</td>
</tr>
<tr>
<td>After third week; up to 25%</td>
<td>55%</td>
</tr>
<tr>
<td>More than 25%; up to 50%</td>
<td>30%</td>
</tr>
<tr>
<td>More than 50%</td>
<td>0%</td>
</tr>
</tbody>
</table>

**ADDENDUM effective November 13, 2013:** The following approval is removed from the Entitlement Agencies listing on page 2 of the school catalog.
ADDENDUM, Effective September 16, 2013: The following statement has been added to the Licensure, Approvals and Certifications section on page 2 of the catalog.

- All Automotive and Collision programs are programmatically accredited by the National Automotive Technician Education Foundation (NATEF).

ADDENDUM Effective September 1, 2013: The following modifications have been made:

TUITION CHARGES FOR RE-ENTRY

Students re-entering within 180 days:

Same Program (Same/New Program Version):
Will be charged tuition at the original tuition rate reflected on the original enrollment agreement less the amount charged on the prior period of enrollment (Charges plus or minus any tuition adjustments).

Same Program (New Program Version of Different Credits/Length of Program):
Will be charged tuition at the current catalog rate for the program of enrollment less the amount charged on the prior period of enrollment (Charges plus or minus any tuition adjustments).

Different / New Program (Program Change):
Will be charged tuition at the current catalog rate for the program of enrollment. A tuition credit will be determined for the student’s prior period of enrollment.

Students re-entering greater than 180 days less than 365 days:

Same Program (Same/New Program Version):
Will be charged tuition at the current catalog rate for the program of enrollment less the amount charged on the prior period of enrollment (Charges plus or minus any tuition adjustments).

Same Program (New Program Version of Different Credits/Length of Program):
Will be charged tuition at the current catalog rate for the program of enrollment less the tuition credit from the prior period of enrollment. Determine which re-entry credit for the prior period of enrollment is in the student’s best interest by referring to the Enrollment Agreement Guidelines.

Different / New Program (Program Change):
Will be charged tuition at the current catalog rate for the program of enrollment. A tuition credit will be determined for the student’s prior period of enrollment.

Return from LOA
A student must return from a LOA on the first day of any appropriate module or prior to the expiration of his or her leave. A student who goes on leave prior to the end of a module shall receive a grade of “L” (leave) which shall remain on his or her transcript until the student returns from an LOA, retakes the entire module and earns a grade. The module with a grade of “L” shall not be included in the calculation of Rate of Progress (ROP), Maximum Time Frame (MTF) or attendance.

Grading Scale

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Letter</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>100-90%</td>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>89-80%</td>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>79-70%</td>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>69-60%</td>
<td>F</td>
<td>0</td>
</tr>
<tr>
<td>L</td>
<td>Leave of Absence</td>
<td></td>
</tr>
<tr>
<td>PE</td>
<td>Pass by Proficiency Exam</td>
<td></td>
</tr>
<tr>
<td>W</td>
<td>Withdrawal</td>
<td></td>
</tr>
<tr>
<td>WZ</td>
<td>Military Withdrawal</td>
<td></td>
</tr>
<tr>
<td>TR</td>
<td>Transfer Credit</td>
<td></td>
</tr>
</tbody>
</table>

Failure to Return from LOA
The “L” grade in the LOA beginning module shall be changed to “W” (withdraw). The module with a grade of “W” shall be included as an attempt in the calculation of Rate of Progress and Maximum Time Frame.

Coursework Completed at Foreign Institutions
All coursework completed at a foreign institution must be evaluated by a member of the National Association of Credential Evaluation Services (NACES) or a member of the Association of International Credentials Evaluators (AICE). The evaluation
must be course by course with letter grades. An exception to this may be allowed for students transferring from Canada with prior approval from the Transfer Center.

**Satisfactory Academic Progress**

**FA Probation (SAP NOT MET – 2nd consecutive term)**

At the end of each term following a SAP evaluation, students with an immediate SAP NOT MET status and who are SAP NOT MET again according to the academic progress standards stated in the school’s catalog, will be notified with a SAP NOT MET letter indicating that they will be withdrawn unless they successfully appeal by written request within five (5) calendar days after the notification in accordance with the Academic Appeals Policy. Appeals shall only be granted for the following reasons: the death of a family member; an illness or injury suffered by the student; special circumstances of an unusual nature which are not likely to recur. (See ED002 Academic Appeals Policy.)

**Academic Progress Plan (APP)**

Students on FA Probation must agree to the requirements of an Academic Progress Plan (APP) as a condition of their FA probation. Each student shall receive a copy of his or her APP. A copy of each student’s APP shall be kept in the student’s permanent academic file.

The APP may extend over one (1) or multiple terms, as defined at the initiation of the APP. At the end of the first evaluation period on the APP, the student will meet with the Academic Dean/Director of Education (or designee)/Online Designee for an evaluation of progress of the plan’s requirements. If on a single-term plan and the student has met the requirement(s) of the plan, the student must be in SAP Advising or SAP Met status, and the student’s APP shall be considered fulfilled and closed. If on a multi-term plan and the student has met the requirement(s) of the first evaluation period, then new requirement will be set and the student will be placed manually into SAP Meeting APP Status and will adhere to the subsequent term requirements of the APP.

If at the end of any SAP evaluation period on the plan (APP) the student does not meet the plan’s requirement(s), the student will receive a dismissal letter and will be dismissed from the program.

Students who have violated their FA Probation and have been dismissed from a program are not eligible for readmission to that program if they have exceeded, or may exceed, the maximum time frame of completion until they re-establish appropriate Satisfactory Academic Progress standing.

**SAP Advising or SAP MET Status**

If the student has met the requirements of a one-term plan, the student must be in SAP Advising or SAP MET status and the student’s APP shall be considered fulfilled and closed. The student will be provided with either a SAP Advising or Return to Academic Good Standing Letter. In the case of SAP Advising, the student will be advised with the Academic Advising form and will be FA eligible.

**SAP NOT MET Status and/or Dismissal**

If on a multi-term plan, it is likely the student will remain SAP NOT MET for the second (and ensuing) evaluation periods. At the end of each evaluation period, the student will be notified, evaluated for progress, and if the APP requirements are met, will be manually assigned SAP Meeting APP status and continue on the APP. New requirements for the second (or ensuing) evaluation period will be defined using the Evaluation of Progress form.

**Retaking Failed Coursework**

For the purpose of improving academic standing and establishing institutional grade point average, students must repeat any failed coursework. Failed courses may be repeated more than twice, so long as repeating the coursework does not jeopardize the students’ maximum time frame of completion. Pre-requisite modules in diploma programs may not be repeated more than three (3) attempts. Each attempt counts in the calculation of the students’ rate of progress and successful completion percentages. All repeated coursework will appear on the student’s transcript, but only the highest grade earned, will be included in the calculation of their cumulative grade point average. Attendance in successfully repeated classes/modules will also replace attendance in prior unsuccessful attempts.

**ADDENDUM effective September 1, 2013:** The following language has been updated to the “NOTIFICATION OF RIGHTS UNDER FERPA” section on pages 21-22 of the catalog.

**ADDED:**

WyoTech is committed to the protection of student education information. While WyoTech does not publish a student directory, from time to time the school publishes communications, such as graduation and honor roll lists, that include WyoTech-designated directory information. WyoTech expressly limits its designated directory information to students' names, graduation dates, programs of study, degrees, diplomas, certificates and honors/awards received. A student who wishes not to be included in the campus publications referenced above must obtain an Opt-Out form from the Registrar's Office and submit the completed form to the Registrar.

**REMOVED:**

From time to time the institution publishes communications, such as graduation and honor roll lists that include student's names and programs of study. A student who wishes not to be included should put that request in writing to the Registrar.
ADDENDUM effective July 15, 2013: The following language has been removed under the Memberships section on page 2 of the catalog:

- South Dakota Auto Body Association

ADDENDUM effective June 5, 2013: The following language has been added to the catalog:

Colorado Student information

Postponement of a starting date, whether at the request of The School of the student, requires a written agreement signed by the student and The School. The agreement must set forth:

A. Whether the postponement is for the convenience of The School or the student, and;
B. A deadline for the new start date, beyond which the start date will not be postponed. If the course is not commenced, or if the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition within 30 days of the deadline of the new start date set forth in the agreement, determined in accordance with The School’s refund policy and all applicable laws and rules concerning the Private Occupational Education Act of 1981.

ADDENDUM effective June 5, 2013: The following Attendance Policy language has been updated on page 51 of the catalog under the Wisconsin Student Information section:

Students aggrieved by action of the school should attempt to resolve these problems with appropriate school officials. Should this procedure fail, students may contact: Wisconsin Educational Approval Board, 201 West Washington Avenue 3rd Floor, Madison Wisconsin 53708, (608) 266-1996.

ADDENDUM effective June 5, 2013: The following language has been updated on page 50 of the catalog:

9. Any grievances not resolved by the school may be forwarded to the Texas Workforce Commission, Career Schools and Colleges, Room 226T, 101 East 15th Street, Austin, Texas 78778-0001, Phone: (512) 936-3100, http://csc.twc.state.tx.us

ADDENDUM effective June 5, 2013: The following language has been updated in the Entitlement Agencies section on page 2 of the catalog:

- Approved and regulated by the Texas Workforce Commission, Career Schools and Colleges, Austin, Texas.

ADDENDUM effective June 5, 2013: The following language has been updated on page 2 of the catalog:

- Certified by the Kansas Board of Regents, 1000 SW Jackson Street, Suite 500, Topeka KS 66612-1368, Tel (785) 296-3421, Fax (785) 296-0983.

ADDENDUM effective June 5, 2013: The following language has been updated on page 52 of the catalog:

If the student does not feel that the school has adequately addressed a complaint or concern, the student may consider contacting the Indiana Board for Proprietary Education at: 101 West Ohio Street Suite 670, Indianapolis, IN 46204; (317) 464-4400; http://www.in.gov/cpe/2329.htm.

ADDENDUM effective June 5, 2013: The following language has been updated on page 23 of the catalog:

INDIANA STUDENT INFORMATION

In addition to CANCELLATION POLICY (a) (1), (2), (3), (5) and (6) above, Indiana students may cancel at any time after signing the Enrollment Agreement and within six business days following the day of the first class of the first academic year. See the Notice of Cancellation form, accompanying the Enrollment Agreement, for an explanation of this right. The institution noted on the front of the enrollment agreement that it is regulated by the Indiana Board for Proprietary Education, 101 West Ohio Street, Suite 670, Indianapolis, IN 46204.

ADDENDUM effective March 26, 2013: The following programs are added to the program offerings at the campus. The new programs will not be available to students in various states until the respective state education departments grant approval.

<table>
<thead>
<tr>
<th>AUTOMOTIVE TECHNOLOGY W/ OFF-ROAD POWER</th>
<th>Clock Hours</th>
<th>Credit Hours</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diploma</td>
<td>1,500</td>
<td>60.0</td>
<td>9 months</td>
</tr>
</tbody>
</table>

This diploma program is designed as a bumper-to-bumper, sand-to-surf-to-snow education in the automotive repair and Off-Road Power industry; this program prepares individuals for entry-level positions as a modern automotive, ATV, PWC, and snowmobile technician. The program consists of approximately 49% theory and 51% lab.
## WyoTech Laramie
### 2012-2014 Catalog Addenda to
**Version XLI Effective 10/1/2012 – 12/31/2014**
**Revision Date: 04/08/2015**

### Automotive Technology Core Requirements
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Clock Hours</th>
<th>Semester Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>Basic Engine Management Systems</td>
<td>250</td>
<td>10.0</td>
</tr>
<tr>
<td>200</td>
<td>Drivability Diagnostics</td>
<td>250</td>
<td>10.0</td>
</tr>
<tr>
<td>300</td>
<td>Drivetrain Systems</td>
<td>250</td>
<td>10.0</td>
</tr>
<tr>
<td>400</td>
<td>Chassis</td>
<td>250</td>
<td>10.0</td>
</tr>
</tbody>
</table>

**Core Total**: 1,000 40.0

### Off-Road Power Courses
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Clock Hours</th>
<th>Semester Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>4800</td>
<td>ATV Mechanical Systems and PWC</td>
<td>250</td>
<td>10.0</td>
</tr>
<tr>
<td>4900</td>
<td>ATV Electrical Systems and Snowmobiles</td>
<td>250</td>
<td>10.0</td>
</tr>
</tbody>
</table>

**Program Total**: 1,500 60.0

### COLLISION/REFINISHING TECHNOLOGY W/ OFF-ROAD POWER

**Credential**

<table>
<thead>
<tr>
<th>Clock Hours</th>
<th>Credit Hours</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,500</td>
<td>65.0</td>
<td>9 months</td>
</tr>
</tbody>
</table>

This diploma program is designed as a bumper-to-bumper, sand-to-surf-to-snow education in the collision and refinishing repair and Off-Road Power industry. This program prepares individuals for entry-level positions as a modern collision, refinishing, ATV, PWC, and snowmobile technician. The program consists of approximately 41% theory and 59% lab.

### Collision/Refinishing Technology Core Requirements
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Clock Hours</th>
<th>Semester Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>1100</td>
<td>Collision Repair I</td>
<td>250</td>
<td>12.0</td>
</tr>
<tr>
<td>1200</td>
<td>Collision Repair II</td>
<td>250</td>
<td>12.0</td>
</tr>
<tr>
<td>1300</td>
<td>Refinishing I</td>
<td>250</td>
<td>11.0</td>
</tr>
<tr>
<td>1400</td>
<td>Refinishing II</td>
<td>250</td>
<td>10.0</td>
</tr>
</tbody>
</table>

**Core Total**: 1,000 45.0

### Off-Road Power Courses
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Clock Hours</th>
<th>Semester Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>4800</td>
<td>ATV Mechanical Systems and PWC</td>
<td>250</td>
<td>10.0</td>
</tr>
<tr>
<td>4900</td>
<td>ATV Electrical Systems and Snowmobiles</td>
<td>250</td>
<td>10.0</td>
</tr>
</tbody>
</table>

**Program Total**: 1,500 65.0

### DIESEL TECHNOLOGY W/ OFF-ROAD POWER

**Credential**

<table>
<thead>
<tr>
<th>Clock Hours</th>
<th>Credit Hours</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,500</td>
<td>60.0</td>
<td>9 months</td>
</tr>
</tbody>
</table>

This diploma program is designed as a bumper-to-bumper, sand-to-surf-to-snow education in the diesel repair and Off-Road Power industry. This program prepares individuals for entry-level positions as a modern diesel, ATV, PWC, and snowmobile technician. The program consists of approximately 47% theory and 53% lab.

### Diesel Technology Core Requirements
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Clock Hours</th>
<th>Semester Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>600</td>
<td>Fluid Power and Electrical Systems</td>
<td>250</td>
<td>10.0</td>
</tr>
<tr>
<td>700</td>
<td>Engines</td>
<td>250</td>
<td>10.0</td>
</tr>
<tr>
<td>800</td>
<td>Engine Management Systems and Refrigeration</td>
<td>250</td>
<td>10.0</td>
</tr>
<tr>
<td>900</td>
<td>Power Trains</td>
<td>250</td>
<td>10.0</td>
</tr>
</tbody>
</table>

**Core Total**: 1,000 40.0

### Off-Road Power Courses
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Clock Hours</th>
<th>Semester Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>4800</td>
<td>ATV Mechanical Systems and PWC</td>
<td>250</td>
<td>10.0</td>
</tr>
<tr>
<td>4900</td>
<td>ATV Electrical Systems and Snowmobiles</td>
<td>250</td>
<td>10.0</td>
</tr>
</tbody>
</table>

**Program Total**: 1,500 60.0

### ADDENDUM effective March 26, 2013:
The following course descriptions are added to the Course Descriptions section beginning on page 36 of the catalog.

**Course 4800**: ATV Mechanical Systems and PWC

10.0 Semester Credit Hours

This course introduces students to information resources, sophisticated test equipment, manufacturer approved diagnostics, and repair procedures for both the mechanical aspects of all-terrain vehicles (ATV) and all aspects of personal watercraft.
Prerequisite: None. Lecture Hours: 125. Lab Hours: 125.

Course 4900: ATV Electrical Systems and Snowmobiles 10.0 Semester Credit Hours
This course introduces students to information resources, sophisticated test equipment, manufacturer approved diagnostics, and repair procedures for fuel and electrical related issues on all-terrain vehicles (ATV) and all aspects of snowmobile repair.
Prerequisite: None. Lecture Hours: 125. Lab Hours: 125.

ADDENDUM effective March 7, 2013: The following replaces the respective action of the CODE OF STUDENT CONDUCT – WYOTECH beginning on page 16 of the catalog:

All WyoTech students will abide by the following:
  8. Inappropriate Electronic Communication: abusive, threatening, or otherwise inappropriate behavior via email, texting or any other social media communication.

ADDENDUM effective February 26, 2013: The following replaces the TRANSFER CREDIT FOR PROFICIENCY EXAM on page 5 of the catalog:

Individuals with high school diplomas who have successfully completed secondary vocational programs (or secondary vocational coursework/classes in certain areas) at institutions certified/accredited by the National Automotive Technicians Education Foundation (NATEF) and who have within 18 months prior to enrolling at WyoTech achieved ASE Student Certification (or prior to November 2012 achieved an 80 percent or higher on National Automotive Student Skills Standards Assessment (NA3SA) tests) will be considered for proficiency credit in the WyoTech Automotive Technology, Collision/Refinishing Technology or Diesel Technology programs.

Automotive Technology Programs
Individuals meeting the following requirements and with the approval of the campus director of education (or designee) will be given credit for course 100 Basic Engine Management Systems (EMS I) if all of the following are met:

- Be a graduate of a NATEF-certified secondary/vocational institution and
  - 1) Have successfully completed an automotive technology, automotive repair or related program, or
  - 2) Successfully completed coursework/classes in engine repair and electrical/electronic systems
- Achieved ASE Student Certification within 18 months prior to enrolling at WyoTech in the following areas:
  - Engine Repair
  - Electrical/Electronic Systems

Collision/Refinishing Technology Programs
Individuals meeting the following requirements and with the approval of the campus director of education (or designee) will be given credit for course 1100 Collision Repair I if all of the following are met:

- Be a graduate of a NATEF-certified secondary/vocational institution and
  - 1) Have successfully completed a collision repair and refinishing, auto body or related program, or
  - 2) Successfully completed coursework/classes in non-structural analysis and damage repair
- Achieved ASE Student Certification within 18 months prior to enrolling at WyoTech in Non-Structural Analysis and Damage Repair.

Diesel Technology Programs
Individuals meeting the following requirements and with the approval of the campus director of education (or designee) will be given credit for course 700 Engines if all of the following are met:

- Be a graduate of a NATEF-certified secondary/vocational institution and
  - 1) Have successfully completed a heavy/medium truck, diesel engines or related program, or
  - 2) Successfully completed coursework/classes in diesel engines
- Achieved ASE Student Certification within 18 months prior to enrolling at WyoTech in Diesel Engines.

ADDENDUM effective February 26, 2013: The following dates are added to Appendix B: Academic Calendar beginning on page 53 of the catalog:

2015 Academic Calendar
Winter Schedule 2015
*January Registration................................................................. Monday, January 5, 2015 - Friday, February 13, 2015
Course Session.............................................................................. Monday, January 5, 2015 - Friday, February 13, 2015
Finals and Course End............................................................... Friday, February 13, 2015
*February Registration................................................................. Monday, February 16, 2015
Course Session............................................................................ Monday, February 16, 2015 - Friday, March 27, 2015
Finals and Graduation............................................................... Friday, March 27, 2015
Spring Schedule 2015
*April Registration................................................................. Monday, March 30, 2015
Course Session........................................................................... Tuesday, March 31, 2015 - Monday, May 11, 2015
Finals and Course End................................................................ Monday, May 11, 2015
*May Registration..................................................................... Tuesday, May 12, 2015
Course Session........................................................................... Tuesday, May 12, 2015
Memorial Day Holiday............................................................. Monday, May 25, 2015
Finals and Graduation.............................................................. Tuesday, June 23, 2015
Scheduled Break....................................................................... Wednesday, June 24, 2015 - Friday, June 26, 2015

Summer Schedule 2015
*June Registration................................................................. Friday, June 26, 2015
Independence Day Holiday....................................................... Saturday, July 4, 2015
Finals and Course End............................................................. Saturday, July 4, 2015
*August Registration.............................................................. Monday, August 10, 2015
Course Session........................................................................... Monday, August 10, 2015 - Friday, August 14, 2015
Labor Day Holiday.................................................................. Monday, September 7, 2015
Scheduled Saturday Class........................................................ Monday, September 7, 2015
Finals and Graduation.............................................................. Friday, September 18, 2015
Scheduled Break....................................................................... Friday, September 18, 2015 - Friday, September 25, 2015

Fall Schedule 2015
*September Registration.......................................................... Friday, September 25, 2015
Course Session........................................................................... Monday, September 28, 2015 - Friday, November 6, 2015
*November Registration.......................................................... Monday, November 9, 2015
Course Session........................................................................... Monday, November 9, 2015 - Tuesday, December 22, 2015
Thanksgiving Holiday Break..................................................... Thursday, November 26, 2015 - Sunday, November 29, 2015
Finals and Graduation.............................................................. Tuesday, December 22, 2015

ADDENDUM effective November 14, 2012: The following replaces the prerequisites for Course 200:
Drivability Diagnostics on page 36 of the catalog:
Prerequisite: Course 100: Basic Engine Management Systems.

ADDENDUM effective November 1, 2012: The following housing prices replace those found in Appendix C: Tuition and Fees on page 56 of the catalog:

Housing Fees, Deposits, and Rent
*Non-refundable housing application fee $50
Refundable damage deposit $150
Rent per month $300 – 450 (Price dependent on location)
*Housing application fee may be refunded if institutional enrollment is cancelled prior to the first scheduled day of classroom attendance.

ADDENDUM effective October 1, 2012: The following replaces the respective disclosure in Appendix A: State Specific Student Information section beginning on page 43 of the catalog:

WASHINGTON STUDENT ACHIEVEMENT COUNCIL formerly known as WASHINGTON HIGHER EDUCATION COORDINATING BOARD DEGREE AUTHORIZATION AGENCY

WyoTech is authorized by the Washington Student Achievement Council and meets the requirements and minimum educational standards established for degree-granting institutions under the Degree-Granting Institutions Act. This authorization is subject to periodic review and authorizes WyoTech to offer specific degree programs. The Council may be contacted for a list of currently authorized programs. Authorization by the Council does not carry with it an endorsement by the Council of the institution or its programs. Any person desiring information about the requirements of the Act or the applicability of those requirements to the institution may contact the Council at P.O. Box 43430, Olympia, WA 98504-3430.
ADDENDUM effective September 11, 2012 (REVISED: JUNE 3, 2013): The following is added to Appendix A: State Specific Student Information section beginning on page 43 of the catalog:

Colorado Student Information
A person claiming pecuniary loss as a result of a deceptive trade or sales practice, pursuant to section 12-59-117, C.R.S., by a school or agent shall first exhaust all complaint and appeals processes available at the school. If the person’s complaint is not resolved to the person’s satisfaction, the person may file with the Colorado Board of Private Occupational Schools a written complaint against the school or agent. A complaint shall be filed within two years after the student discontinues his or her training at the school or at any time prior to the commencement of training.

ADDENDUM effective August 27, 2012: The following replaces Applied Service Management #6 in the CODE OF STUDENT CONDUCT – WYOTECH on page 17 of the catalog:

6. Females will follow the same guidelines of white shirt and khaki or dress pants. White collared shirts must be kept tucked in, and only the top button may be kept unbuttoned; ties are not mandatory for females.

ADDENDUM effective August 24, 2012: The following is added to Appendix A: State Specific Student Information section beginning on page 43 of the catalog:

Colorado Student Information
TRANSFERABILITY OF CREDITS TO OTHER INSTITUTIONS
WyoTech does not guarantee the transferability of its credits to any other institution unless there is a written agreement with another institution.

Michigan Student Information
Students may access a complaint form at www.michiganps.net.

Oregon Student Information
Any person unlawfully discriminated against, as described in ORS 345.240, may file a complaint under ORS 659A.820 with the Commissioner of the Bureau of Labor and Industries.

Washington Student Information
ARBITRATION WAIVER: Washington residents are not bound by the enrollment agreement’s statement precluding the student from “joining or consolidating claims in arbitration with or against another present or former student or to arbitrate any claim as a representative or member of a class or in a private attorney general capacity.

ADDENDUM effective August 24, 2012: The following replaces the Minnesota information in the Entitlement Agencies section on page 2 of the catalog:

Licensed as a private career school with the Minnesota Office of Higher Education, 1450 Energy Park Drive, Suite 350, St Paul, MN 55108-5227, pursuant to Minnesota Statutes, sections 141.21 to 141.32. Licensure is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

ADDENDUM effective August 23, 2012 (REVISED: June 3, 2013): The following replaces the Indiana information in the Entitlement Agencies section on page 2 of the catalog:

This institution is authorized by Indiana Board for Proprietary Education, 101 West Ohio Street, Suite 670, Indianapolis, IN 46204.

ADDENDUM effective August 1, 2012: ATB Grandfathering Policy update effective August 2, 2012: Effective July 1, 2012, the school will stop enrolling new Ability to Benefit (ATB) students and all new students must have attained a high school diploma or equivalent for admission. The limited circumstances under which a continuing ATB student may establish eligibility on or after July 1, 2012 are outlined in the grandfathering policy below. Students wishing to establish eligibility may be required to submit documentation evidencing continuing ATB eligibility under the grandfathering provisions.

ATB GRANDFAThERING POLICY
Students who were enrolled in an eligible educational program of study any time before July 1, 2012, may continue to be considered Title IV eligible under either the ATB test or credit hour standards if they meet the following two-part test set forth below:

1. The student attended, or was registered and scheduled to attend, a Title IV eligible program at an eligible institution prior to July 1, 2012; and

2. The student attained a passing score on an independently administered Department of Education (DOE) approved ATB test subject to the limitations set forth below.
Note: The number of students enrolled under the Ability To Benefit Provision is limited to only certain diploma programs offered. Please check with your admission representative regarding the programs that accept ATB students. The school reserves the right to reject applicants based on test scores and ability to benefit limitations, or as necessary to comply with any applicable local, state or federal laws, statutes or regulations.

ABILITY TO BENEFIT PASSING TEST SCORES

ATB students must achieve or exceed the minimum passing scores in all subtests at one administration. Minimum ATB qualifying scores for CPAt, COMPASS, ASSET, CPT/Accuplacer and the Wonderlic Basic Skills Test as defined in the table below.

<table>
<thead>
<tr>
<th>ATB Test</th>
<th>CPAt</th>
<th>COMPASS</th>
<th>ASSET</th>
<th>CPT/Accuplacer</th>
<th>Wonderlic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Passing Scores:</td>
<td>Language: 42</td>
<td>Reading: 62</td>
<td>Reading: 35</td>
<td>Reading: 55</td>
<td>Verbal: 200</td>
</tr>
<tr>
<td></td>
<td>Reading: 43</td>
<td>Writing: 32</td>
<td>Writing: 35</td>
<td>Sentence Skills: 60</td>
<td>Quantitative: 210</td>
</tr>
</tbody>
</table>

Former CCi ATB students re-entering on or after July 1, 2012, under the limited circumstances outlined above will not be required to re-take and pass the ATB test if the official score sheet from the test publisher is in the student’s academic file.

Students transferring from a non-CCi institution that previously qualified for Title IV eligibility via successfully passing an approved ATB exam at another institution will be required to re-take and pass an approved ATB-exam through CCi subject to Test Publisher’s retest policies.

ABILITY TO BENEFIT ADVISING

The school will provide academic support services necessary for the success of each student in the ATB program and to ensure that following completion of the program the student is ready for placement. All ATB students shall receive academic and career advising after each grading/evaluation periods (i.e. term, module, phase, level, or quarter).

ADDENDUM effective July 1, 2012:  The school will stop enrolling new Ability to Benefit (ATB) students. The limited circumstances under which an ATB student, who first applied, enrolled and attended by June 30, 2012, may establish eligibility for re-entry on or after July 1, 2012 are outlined in the policy below. No ATB students are eligible to re-enter, under any circumstances, past December 28, 2012.

ABILITY TO BENEFIT STUDENTS ENROLLING AND ATTENDING BY JUNE 30, 2012

Effective for students who first apply, enroll and attend a program of study by June 30, 2012, federal regulations allow individuals who do not possess a high school diploma or its recognized equivalent, and home school students who do not meet certain criteria, to attend post-secondary institutions and qualify for federal financial assistance. Such students must demonstrate an ability to benefit by achieving a minimum passing score on an ATB test. An ATB student applying for admission, enrolling and attending by June 30, 2012, may be conditioning accepted prior to the receipt of an official score report. However, a student’s financial aid package may not be submitted and attendance may not be posted until the receipt of an official score report indicating a passing score.

ABILITY TO BENEFIT PASSING TEST SCORES

ATB students must achieve or exceed the minimum passing scores in all subtests at one administration. Minimum ATB qualifying scores for CPAt, COMPASS, ASSET and the Wonderlic Basic Skills Test as defined in the table below.

<table>
<thead>
<tr>
<th>ATB Test</th>
<th>CPAt</th>
<th>COMPASS</th>
<th>ASSET</th>
<th>Wonderlic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Passing scores:</td>
<td>Language: 45</td>
<td>Reading: 65</td>
<td>Reading: 36</td>
<td>Verbal: 205</td>
</tr>
<tr>
<td></td>
<td>Reading: 45</td>
<td>Writing: 35</td>
<td>Writing: 35</td>
<td>Quantitative: 215</td>
</tr>
<tr>
<td></td>
<td>Numerical: 43</td>
<td>Numerical: 27</td>
<td>Numerical: 36</td>
<td></td>
</tr>
</tbody>
</table>
RE-ENTRY OF ATB STUDENTS ON OR AFTER JULY 1, 2012

An ATB student, who had applied for, enrolled and attended his or her program of study and had subsequently dropped, is eligible to re-enter within 180 calendar days of his or her Date of Determination (DOD) if all of the following conditions are met:

- The ATB student must have attended his or her program of study by June 30, 2012 in order to be eligible for Title IV funds for the 2012-2013 award year;
- The ATB student must have been packaged and his or her Pell grant and/or any loans originated prior to the student’s Date of Determination; and
- An ATB student who requires funding for the 2012-2013 award year must complete both the 2011/2012 and 2012/2013 FAFSA. The 2011/2012 FAFSA must be completed by June 30, 2012.

ATB students re-entering on or after July 1, 2012, under the limited circumstances outlined above will not be required to retake and pass the ATB test if the official score sheet from the test publisher is in the student’s academic file.

NOTE: ATB students are not eligible to re-enter under any circumstances past December 28, 2012 when 180 calendar days from July 1, 2012 would have passed. This includes ATB students attempting a first time re-entry and subsequent re-entry attempts of ATB students who had a qualifying re-entry after July 1, 2012 but subsequently dropped.

ABILITY TO BENEFIT ADVISING

The school has a regulatory obligation to provide academic support services necessary for the success of each student in the ATB program and to ensure that following completion of the program the student is ready for placement. All ATB students shall receive academic and career advising after each grading/evaluation periods (i.e. term, module, phase, level, or quarter).