



GENERAL CAMPUS INFORMATION - PAWTUCKET

Educational Facilities

The campus is located in historic Pawtucket, RI. The school building has approximately 5000 square feet of furnished classroom and office space. Also there is approximately 7 ½ acres of paved area adjacent to the school used by students for the vehicle backing and maneuvering phases of the training program. This area is lined and marked to simulate realistic driving conditions. Also there is a separate 7800 square foot brand new facility dedicated exclusively to HVACR training.

In addition to its campus facilities, NETTTS makes use of the roads and highways of Rhode Island and Massachusetts.

Tuition and Fees

<u>Program</u>	<u>Total Hrs.</u>	<u>Rate per Hr.</u>	<u>Tuition</u>	<u>Reg. Fee</u>	<u>Total</u>
Commercial Drivers' License Program	600	\$18.99	\$ 11,395.00	\$100.00	\$11,495.00
Commercial Drivers' License – Preparation Program	160	\$34.97	\$5,595.00	\$100.00	\$5,695.00
Heavy Straight Truck Training Program	80	\$44.94	\$ 3,595.00	\$100.00	\$3,695.00

<u>Program</u>	<u>Tuition</u>	<u>Registration Fee</u>	<u>Total</u>
HVACR10 – HVACR Technology Program**			
Academic Year 1 – 9 months	\$16,045.00	\$100.00	\$16,145.00
Academic Year 2 – 3 months	\$6,500.00	\$0.00	\$6,500.00
TOTALS	\$22,545.00	\$100.00	\$22,645.00

** Books, Materials and Student Tool Set included in the tuition.

RELATED COSTS

Registry of Motor Vehicles permit, license fees, physical exams and drug screening fees are additional and may be paid by the student.

Item	Rhode Island	Massachusetts
1. Physical	\$53.00	\$53.00
2. Drug	\$42.00	\$42.00
3. Permit	\$115.00	\$61.50
a. Application Fee	\$42.50	\$31.50
b. General Knowledge	\$10.00	\$10.00
c. Combination	\$10.00	\$10.00
d. Airbrakes	\$10.00	\$10.00
e. Hazardous Material (optional)	\$10.00	\$10.00

*Students must pass a DOT physical exam and drug test prior to any field training.

Rhode Island License Fee is \$100.00 (Must be a money order and made payable to CCRI). Each additional test is \$50.00. Massachusetts License Fee is \$125.00 per test. (This must be a money order payable to NETTTS or a major credit card.) This fee covers the cost of the State Trooper detail for eight hours to test students. There is an additional \$20.00 per test fee by the Massachusetts registry when changing to a CDL license. The fees listed are subject to change without notice by each of the granting States. Contact the Registry of Motor Vehicles for fee updates.

There is no additional tuition charge for repeated periods and only the new grade will count for the cumulative grade average.

ADMISSIONS PROCEDURES

Applicants seeking admission to the school must have a personal interview with the Director of Admissions or an Admissions Representative. The personal interview may be conducted at the school or in the applicant's home.

GENERAL ADMISSIONS REQUIREMENTS – (HVACR Technology Program)

To be accepted for admission into the HVACR Technology Program, an applicant must possess a valid high school diploma or a General Equivalency Diploma (GED). All high school diplomas must be issued from a school that is recognized by a state educational authority. All foreign diplomas must be certified and translated to confirm the equivalency of a US high school diploma.

In addition, an applicant must take and pass an entrance exam. The school utilizes the Wonderlic Scholastic Level Exam (SLE). An applicant must achieve a minimum score of 12.

Applicants must be in good physical condition and complete a personal interview with a NETTTS Authorized Representative. The personal interview will ascertain that each applicant will have the ability to gain the knowledge and skill for the training offered and for successful on-the-job performance after completion of the training. Each applicant must be recommended for admission by one of NETTTS Authorized Representatives. The applicant must be beyond the compulsory attendance age of secondary education in the applicant's state, and the applicant cannot be attending a school at the secondary level.

GENERAL ADMISSIONS REQUIREMENTS – CDL Training Programs

To be accepted for admission into one of our programs, an applicant must possess a valid high school diploma or a General Equivalency Diploma (GED). All high school diplomas must be issued from a school that is recognized by a state educational authority. All foreign diplomas must be certified and translated to confirm the equivalency of a US high school diploma. In the alternative, applicants not possessing a valid high school diploma or GED may take the Wonderlic Scholastic Level Exam (SLE) which is an approved exam used at NETTTS. An applicant must obtain a minimum passing score of 11 to gain acceptance to one of our programs. (Please note that only applicants possessing a valid high school diploma or GED are eligible to receive Federal financial aid.)

Applicants residing in Rhode Island must also possess a valid driver's license for no less than two years. Applicants residing in Massachusetts must also possess a valid driver's license or permit from Massachusetts, be at least eighteen years of age, and be in good physical condition.

Additionally all applicants must complete a personal interview with a NETTTS Authorized Representative. The personal interview will ascertain that each applicant will have the ability to gain the knowledge and skill for the training offered and for successful on-the-job performance after completion of the training. Each applicant must be recommended for admission by one of NETTTS Authorized Representatives. The applicant must be beyond the compulsory attendance age of secondary education in the applicant's state, and the applicant cannot be attending a school at the secondary level.

REFUND AND CANCELLATION POLICY

CANCELLATION POLICY

- AN APPLICANT MAY CANCEL HIS OR HER ENROLLMENT AGREEMENT AT ANY TIME PRIOR TO THE FIRST SCHEDULED CLASS DATE.
- IF THE APPLICANT WISHES TO CANCEL, CANCELLATION SHOULD BE MADE IN WRITING TO THE DIRECTOR OF THE SCHOOL. HOWEVER, IN ANY EVENT THE LAST DATE OF ACTUAL ATTENDANCE SHALL BE CONSIDERED THE OFFICIAL DATE OF WITHDRAWAL.

REFUND POLICY:

1. If the Applicant cancels within 3 business days of signing, all monies paid will be refunded in full.
2. If the application is not accepted by the School, all monies paid by the Applicant will be refunded in full.
3. Applicants who have not visited the school facility prior to enrollment may cancel without penalty within three days following either the regularly scheduled orientation procedures or following a tour of the school facilities and inspection of equipment.

Student Terminations and Withdrawals – 540 Hour Commercial Drivers License Program

<u>Portion of Total Program Completed</u> <u>Scheduled Hours up to the Last Day of Attendance</u>	<u>Percentage of Tuition School Retains</u>	<u>Percentage of Tuition Refunded</u>
1 Hour to 135 Hours	25%	75%
136 Hours to 270 Hours	50%	50%
271 Hours to 405 Hours	75%	25%
Over 405 Hours	100%	No Refund Due

Student Terminations and Withdrawals – 160 Hour Commercial Drivers License Preparation Program

<u>Portion of Total Program Completed</u> <u>Scheduled Hours up to the Last Day of Attendance</u>	<u>Percentage of Tuition School Retains</u>	<u>Percentage of Tuition Refunded</u>
1 Hour to 40 Hours	25%	75%
41 Hours to 80 Hours	50%	50%
81 Hours to 120 Hours	75%	25%
Over 120 Hours	100%	No Refund Due

Student Terminations and Withdrawals – 80 Hour Heavy Straight Truck Training Program

<u>Portion of Total Program Completed</u> <u>Scheduled Hours up to the Last Day of Attendance</u>	<u>Percentage of Tuition School Retains</u>	<u>Percentage of Tuition Refunded</u>
1 Hour to 20 Hours	25%	75%
21 Hours to 40 Hours	50%	50%
41 Hours to 60 Hours	75%	25%
Over 60 Hours	100%	No Refund Due

Student Terminations and Withdrawals – 1200 Hour HVACR Technology Program

<u>Portion of Total Academic Year I Completed</u> <u>Scheduled Hours up to the Last Day of Attendance</u>	<u>Percentage of Tuition School Retains</u>	<u>Percentage of Tuition Refunded</u>		<u>Portion of Total Academic Year II Completed</u> <u>Scheduled Hours up to the Last Day of Attendance</u>	<u>Percentage of Tuition School Retains</u>	<u>Percentage of Tuition Refunded</u>
1 Hour to 225 Hours	25%	75%		1 Hour to 75 Hours	25%	75%
226 Hours to 450 Hours	50%	50%		76 Hours to 150 Hours	50%	50%
451 Hours to 675 Hours	75%	25%		151 Hours to 225 Hours	75%	25%
Over 675 Hours	100%	No Refund Due		Over 225 Hours	100%	No Refund Due

Special Cases: In cases of prolonged student illness, accident or death that make it impractical to complete the course, the School shall make a settlement which is reasonable and fair to both the school and the student.

For information regarding any applicable 3rd Party funding agency, refund or return of funds policies (e.g., Title IV, Veterans Administration, WIA, etc.) may be obtained in the Registrar’s office.

All refunds to the student in the case of withdrawal or termination will be made within (45) forty-five days from the date of determination and all calculations will be determined from the student's last day of attendance.

The Registration Fee of \$100.00 is NOT refundable.

CAMPUS SECURITY

Campus safety at NETTTS is of paramount importance to NETTTS personnel and students. There have been no on-campus criminal offences in any of the last three years. The complete Campus Crime and Security reports are available for review in the Director's office.

ACCESS TO STUDENT RECORDS

A student record is available to students who request such in writing and after submitting the appropriate fee. Information regarding attendance, progress and final grades will be forwarded to prospective employers at no charge upon a request signed by a student graduate. Please contact the school's registrar for transcripts or copies of student records.

SCHOOL RULES AND REGULATIONS

The following school rules and regulations must be observed at all times. Violation of any of the rules and regulations may lead to immediate termination of the student.

Students:

1. Are expected and required to conduct themselves in an adult and professional manner at all times. Respect and courtesy toward fellow students and school employees is required. Serious infractions may result in dismissal.
2. May not report to school under the influence or possession of drugs, including alcohol during school hours. Failure to adhere is cause for immediate dismissal. Suspected use of drugs, including alcohol will result in suspension of the suspected student's training for that day.
3. May not use excessive profanity.
4. May not steal any property – belonging to the school or any person.
5. May not have excessive absence or tardiness as outlines in the school's attendance policy.
6. Must keep tuition account current.
7. Must maintain satisfactory progress.