

Romona's Vocational Schools, Inc.

SCHOOL CATALOG

2011 - 2012



Helping make your future possible

Mai Locatio

410 W. 4th Street
Santa Ana, CA 92704

Phone:) 818-2408 | Fax: (800) 905-1209

MISSION STATEMENT

Romona's Vocational School strongly believes that any person who has the ability, desire and determination to benefit from vocational training programs should be given each and every opportunity to do so. Founded on this philosophy, we promote mutual assistance and self-sufficiency. Romona's Vocational School goal is to provide the opportunity to develop knowledge and skills, self-discipline and confidence, a professional attitude, and the ability to meet employer expectations in the following areas:
Dental Assistant (RDA),

OBJECTIVE

Romona's Vocational School objective is to provide each enrolled student with a high-quality program in an environment conducive to attaining real-world skills, by adopting a straightforward and pragmatic methodology. This approach gives graduating students the ability to gain employment and ultimately advance in their chosen career occupation.

APPROVAL DISCLOSURE STATEMENT

Romona's Vocational School (RVS) was granted temporary institutional approval from the Bureau for Private Postsecondary and Vocational Education (BPPVE) pursuant to California Education Code Section 94311(d). The Bureau's approval means that the institution and its operations comply with the standards established under the law for occupational instruction by private postsecondary educational institutions. Institutional approval must be renewed every three years and is subject to continuing review.

List of Approved Courses

COURSE NAME	CLOCK HOURS
Dental Assistant (RDA)	720

Instruction is in residence with facility occupancy level accommodating 10 students at any one time.

California State law requires that a student who successfully completes a course of study be awarded an appropriate diploma or certificate verifying the fact.

Prospective students are encouraged to visit the physical facilities of the school and to discuss personal educational and occupational plans with school personnel prior to enrolling or signing enrollment agreements. This school currently does not have available sponsored programs, government or otherwise, to provide grants or to pay for portions of tuition and fees.

Persons seeking to resolve problems or complaints would first contact the instructor or person in charge. Requests for further action may be to the Director of the school. Unresolved complaints may be directed to:

The Bureau for Private Postsecondary Education
2535 Capital Oaks Drive, #400, Sacramento, CA 95833
Tel: 916-431-6959 * Fax: 916-263-1897
www.bppe.ca.gov

All information in the content of this school catalog is current and correct and is so certified true by Romona Lawson, owner/director.

INTRODUCTION/ORGANIZATIONAL STRUCTURE

FACILITY AND EQUIPMENT

Romona's Vocational Schools are located in the City of Santa Ana, CA, within Orange County. Conveniently located within the city, students will find easy access to major freeways and public transportation.

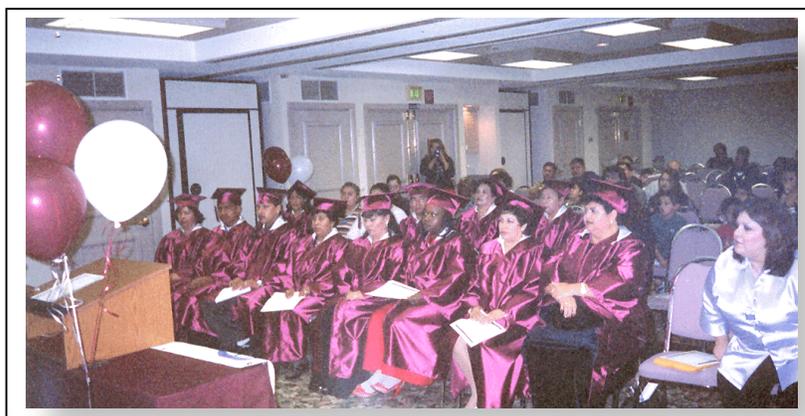
The facility consists of combined lecture/lab rooms, administrative offices and a student resource library. An average class size with all programs is approximately 10 students.

Students will be introduced and provided structured instruction in a state-of-the-art learning environment. Under these conditions, students acquire hands-on experience and acquire the knowledge and techniques needed to successfully complete their program of study.

Students are encouraged to utilize the resource library, which can supplement their learning experience. The library consists of technical books, magazines, manuals, and reference guides. Students may checkout any materials and books, for a prescribed period, to assist in their learning objectives.

This school, the facility it occupies and the equipment it utilizes fully comply with any and all federal, state and local laws, regulations and ordinances. This includes those requirements as to fire safety, building safety and health regulations.

ADMISSIONS



ADMISSIONS REQUIREMENTS

Prospective students who desire consideration for entrance must visit the college. The first stage for admission for all prospective students is to complete an application and meet with a Romona's Vocational School, Inc. admissions representative. To qualify for admission, all applicants must meet the following requirements for consideration as a regular student:

- * Possess a High School diploma or
- * General Equivalency Certification (GED)

Romona's Vocational School also admits as regular student those prospective students who are not high school graduates that do not possess a GED, but are beyond the age of compulsory school attendance in California.

In all cases, prospective students are required to take an aptitude test and can be considered for admission by achieving a passing score of 70%, 8th grade level on the TABE test. However, if a prospective student falls below a passing score, RVS does offer a Remediation Program to assist students with academics. Final determinations for enrollment will be based on test results, prior education, motivation, work experience and placement potential. Each applicant will be assessed on individual bases for a final determination

COURSE/MODULE ADVANCE STANDING

Upon enrollment and during the admissions process, a student may have the opportunity to challenge a course/module; each challenge will be evaluated based on the student's educational history. A student may only upon enrollment and during the admissions process; a student may have the opportunity to challenge a challenge 20% of the scheduled program in order to receive the appropriate Certificate or Diploma. During the admissions process, the student must first substantiate his/her past education, and subsequently pass the challenge exam for the specific course/module. A student will not receive attendance credit for this process.

ADVANCED STANDING

Romona's Vocational School also admits as non-regular students those students who wish to enroll for individual courses only, without pursuing a Certificate or Diploma Program.

A student who has previous relevant education or experience may apply for advanced standing in a program of study. The following criteria must be met prior to beginning course work:

- A student applying for advanced standing must pass comprehensive examinations covering appropriate course material.
- A company-sponsored student or a student currently working in the field may take a single course or courses out of sequence.
- Acceptance into the courses must have the prior approval of the Director.

ADMISSIONS PROCEDURES

Before enrolling or signing the enrollment agreement, all applicants will be provided a complete tour of the school facilities. Information about the school's programs will be provided and the applicant's questions and concerns will be addressed. The admissions representative will then discuss educational occupational goals of the prospective student. Information pertaining to the school's training programs and financial programs will also be discussed at this time.

ITEMS TO BE COMPLETED FOR ENROLLMENT

- Administration and evaluation of the entrance exam
- Enrollment Agreement
- Confidential Questionnaire
- Disclosure Statement

SCHOOL POLICIES

ORIENTATION

All students are required to attend orientation prior to their program start dates. Administration staff will welcome the students and inform them of school regulations, policies, available support services and individual program guidelines. Guest speakers (employers) may attend Orientation from time to time to impart information and answer questions regarding the dynamics of the automotive occupation, employment forecasts and projections. At their Orientation, students are required to ensure that all enrollment documents have been completed and submitted. The Admissions Department will provide and Orientation schedule based on program start dates.

STUDENT CONDUCT

At the discretion of the school administration, a student may be dismissed from school for serious incident or repeated incidents of an intoxicated or drugged state of behavior; possession of drugs or alcohol upon school premises; possession of weapons upon school premises; behavior creating a safety hazard to other persons at school; disobedient or disrespectful behavior to another student, administrator or faculty member; or any other stated or determined infraction of the rules on conduct.

NON-DISCRIMINATORY POLICY

Romona's Vocational School will admit academically qualified students without regard to sex, age, religious beliefs, race, nationality or handicap.

SEXUAL HARASSMENT POLICY

Harassment on the basis of sex is a violation of an individual's civil rights. At Romona's Vocational School, Inc. it is our policy to provide an educational, employment and business environment free of unwelcome sexual advances, request for sexual favors and other verbal, visual or physical conduct or communications of sexual nature, as defined and otherwise prohibited by state and federal statutes. A work place free of sexual harassment and intimidation shall be maintained.

STUDENT DRESS CODE

It is the school's policy that while in attendance, students should maintain a professional appearance. This helps the students to prepare for the professional career that they are studying, because appearance is essential in the business world. Prospective employers, upon visiting school, may judge the potential of student's ability based on appearance, among other factors.

GRADE SYSTEM

Romona's Vocational School will adopt the following grading system:

A	90-100	EXCELLENT
B	80-89	GOOD
C	70-79	SATISFACTORY
D	60-69	UNSATISFACTORY
F	0-59	FAILING
I		INCOMPLETE
W		WITHDRAW

PROGRAM CHANGES

A student must submit a written request to the School Director in order to change the program of study. The request will then be reviewed for final approval. Once the program has been approved, the student must complete the process with the Student Services Department, after which the student may begin his/her new program on the prescribed date.

OUTSTANDING STUDENT AWARDS

Outstanding student awards are given to a graduating student in each program. This award gives the student special recognition for academic excellence and dedication demonstrated during the program.

ATTENDANCE POLICY

Students are expected to attend all classes at the scheduled time. To complete a successful program of training, the ratio of absences or tardiness must not exceed 20% of the total time of the program. Students who do not meet this requirement will be placed on probation (for a period of 30 days), which may result in dismissal. Attendance is evaluated every two weeks to determine if students are meeting the requirement.

TARDINESS

Students are expected to be present within the first fifteen (15) minutes of each class session. After the first 15 minutes to the first hour, student will be marked as tardy; after the first hour, student will be marked as absent. Four incidents of tardiness, or of leaving school without legitimate excuse, will be considered as one absence and any missing course work will have to be made-up.

LEAVE OF ABSENCE

Written requests for leave of absence will be considered at the discretion of the school administration. A leave of absence will be granted for emergencies only. A leave of absence must not exceed 60 days during the program. Students requiring leave of more than 30% of module length may re-enter at a less advanced level. Only one leave of absence is allowed during the program. Student may request a leave of absence exceeding 60 days for medical reasons only.

MAKE-UP WORK

At the discretion of the school director and subject to available space and staff, students will be given the opportunity to repeat, re-mediate or make-up uncompleted work. Any such successfully completed work will be given full standing and credit towards maintaining the student's satisfactory academic progress.

INCOMPLETE COURSES

Any incomplete (I) status cannot be given as a final grade. The student may, with the instructor's approval, complete the required course work, assignments and exams within one (1) week from the original completion date. If the student does not complete the required course work, assignments and exams with the stated period, he/she will receive a grade of "F" for the course. The student will then be required to repeat the entire course prior to graduating from the program.

SATISFACTORY ACADEMIC PROGRESS

In order to qualify for a Certificate of Completion or a Diploma, an average of 70% or better is required of all students. In order for a student to achieve satisfactory progress, they must meet the following requirements:

- At the 25% point of the maximum length of the program: @ Minimum GPA of 1.50, and @ Minimum Course Completion at 60%
- At the 50% point of the maximum length of the program: @ Minimum GPA of 1.75, and @ Minimum Course Completion at 65% *At the 75% point of the maximum length of the program: @ Minimum GPA of 2.00, and @ Minimum Course Completion at 70%

IN SUMMARY: *maintain a minimum average grade of 70% or better and successfully complete each module with a grade of 60% or better. *Proceed through the course at a pace with results in completion within the maximum allowable times (1.5 times the program length).

ACADEMIC PROBATION

Students who do not meet the minimum requirements for satisfactory academic progress will be placed on probation until the next evaluation point which can be at 25%, 50%, 75%, or 100% of program length.

If the student achieves a minimum overall grade average of 70% or better at the next evaluation point, the student is removed from probation and is notified in writing of having achieved good academic standing.

ATTENDANCE PROBATION

Students who do not meet the percentage attendance requirement at the evaluation point, excluding the attendance for a failed module, is placed on probation until the next evaluation point. If the student meets the required attendance percentage at the next evaluation point, excluding the attendance for a failed module, the student is removed from probation and is notified in writing of having achieved good attendance standing.

TERMINATION

Romona's Vocational School reserves the right to terminate any student whose attendance, academic or financial standing, or personal behavior does not comply with the school standards, rules and regulations. Students who are terminated may be reinstated only once upon approval of the director.

REINSTATEMENT

The appeal process may reinstate a student who has been terminated for failing to maintain satisfactory academic progress or attendance. Reinstatement process must have the approval of the School Director. A student may be reinstated only once.

REPEATING A MODULE

A student who fails a module must retake the module prior to completing the program. If repeating the module is necessary, the length of the program shall not exceed one and a half (1.5) times the allowed time normally required completing the program. A student can repeat a failed module only once.

When a student repeats a module, the last grade received from the module replaces the original grade. However, the original and the new grade will be used to calculate the Cumulative Grade Point Average (CGPA). The last grade of the repeated module will be the only grade for the module to appear on the student's transcript.

WITHDRAWALS

To withdraw from a module or program, a student must submit a written request to Student Services. The School Director must approve the request. Upon approval, the student will meet with the Business Office to complete the process. After the process has been completed, a grade of "W" will be awarded for the module(s).

GRADUATION REQUIREMENTS

To be eligible for graduation a student must earn an overall grade point average of a "C" or better plus attain the following:

- A minimum grade average "C" or better, *An 80% attendance ratio, *Fulfillment of all catalog requirements.

STUDENT GRIEVANCE

Students who want to file a complaint may do so in one of two ways. Complaints may be registered on the student critique form which can be obtained by students from their instructor, or register the complaint with Debbie Harris, Student Service Office. Complaints that are not resolved by the Student Service Office will be directed to Romona Lawson, the School Director.

Complaints are handled on an individual basis only. Unresolved complaints may be directed:

<p>The Bureau for Private Postsecondary Education 2535 Capital Oaks Drive, #400, Sacramento, CA 95833 Tel: 916-431-6959 * Fax: 916-263-1897 www.bppe.ca.gov</p>

STUDENT SERVICES

PLACEMENT ASSISTANCE

Romona's Vocational School may provide job leads to all graduating students. Unfortunately, we cannot guarantee employment. Graduates must understand that obtaining employment is ultimately their own responsibility.

RESOURCE LIBRARY

Romona's Vocational School houses an extensive collection of supplemental education books, magazines and related instructional materials and course subjects.

TRANSCRIPTS AND RECORDS

Each student's file is complete with copies of records, reports and grades. Copies of transcripts are available to the student upon request. Written consent from the student will be necessary to release copies of records to a third party. Transcripts and records may be requested at the Student Service Department and a nominal administrative fee may be required.

RIGHT OF PRIVACY

All students records are regarded as confidential and only those agencies or individuals authorized by law are allowed access without written consent of the student. Students may request a record review or copies by written request submitted to the school.

RECORDS RETENTION STATEMENT

State laws require this educational institution to maintain school and student records for a five-year period. Students will be advised of this upon enrollment.

STUDENT ADVISING AND COUNSELING

Romona's Vocational School professional staff will provide counseling for problems affecting course work, career plans or professional services. All efforts will be made to provide a superior, supportive environment to assist each student in maintaining, continuing and completing his/her studies.

TUTORING

Due to the intensity and acceleration of our programs, students are encouraged to attend all tutoring sessions. Students requesting specialized assistance may contact the Student Services Department for scheduling.

TUITION, FEES, REFUNDS AND CANCELLATIONS

TUITION FEES

Tuition varies for each program, depending upon its length, operation costs, tools, books and supplies. Tools, books and supplies are included in the tuition charges.

STUDENT'S RIGHT TO CANCEL

A student may cancel the enrollment contract for school, without any penalty or obligation, by the date the student has signed on the Notice of Cancellation with five (5) days. If the student cancels, any payment the student has made and any negotiable instrument signed by the student will be returned to the student within thirty (30) days following the school's receipt of the student's notice. However, if the school gave the student any equipment, the student must return the equipment within the (30) days of the date the student signed the notice. If the student does not return the equipment within this 30-day period, the school may deduct the equipment's replacement cost from the pending refund. In this situation, the school will refund any amount over that, as provided above, and the student may keep the equipment.

To cancel the contract for school, the student should mail or deliver a signed and dated copy of the Notice of Cancellation, or any other written notice, or send a telegram to:

Romona's Vocational School 410 W. 4th Street Santa Ana Ca. 92701

CANCELLATION

Cancellation must be in writing. Students do not have the right to cancel by just telephoning the school or by not coming to class.

REFUND POLICY

1. A student who cancels the enrollment agreement contract in writing at any time until midnight of the fifth (5) business day following the start of class, shall be refunded all moneys paid within ten (10) days after receipt of the notice. If a student is rejected for training or if a course is canceled, the student will receive a refund of all moneys paid within thirty (30) days. A student may withdraw from school at any time and receive a refund of unused costs. If a student withdraws or is suspended or expelled after the aforementioned 5-day cancellation period, all tuition and fees (i.e., educational costs), less a registration fee not to exceed \$75.00 shall be refunded on a pro-rate basis.

2. Once purchased, equipment becomes the property of the student, unless it is returned in good condition, allowing for reasonable wear and tear, within thirty (30) days following the date of student's withdrawal. (Some equipment may not be returnable due to health or safety reasons.)

3. In calculating any tuition refund due, the time and percentage or fraction of attendance will determine by the time of attendance divided by the total hours in the program. In all cases of students who withdraw, or who are suspended or expelled, or who fail to attend classes for 3 consecutive weeks, prior to successful completion, or if the school closes prior to completing a course, the following minimum refund policy shall apply: The refund of tuition and other fees (excluding equipment fees) shall be equal to the total amount of tuition multiplied by the fraction or percentage of time remaining.

* Hypothetical Example: A student who completes 20% (or 1/5th) of a course with educational costs of \$2,475 will receive a prorated refund of educational costs, less registration fee described in part 1, as follows: $\$2,475 - \$75 = \$2,400 \times .80$ [or $4/5$] = \$1,920

Any refund of equipment fees will be made as described in part 2. Each student will receive a sample schedule of actual refund calculations.

4. All refunds will be made within 30 days from the date of cancellation or withdrawal (as described in parts 1 and 3 above), or if the student does not return from an approved Leave of Absence period as stated in this Catalog. Within 10 days of any refund, the student will receive a Notice of Refund stating the amount of the refund and to whom refund was made.

5. For students receiving Federal IV financial aid or other tuition assistance, any tuition refunds will be made first to any Title IV lender or other tuition lender up to the amount of such disbursement; any additional refunds will next be made to other Title IV funding source accounts or any other sponsoring source up to the amount of such disbursement; any additional refunds due will be made to the student or sponsor. Any overpayment of moneys disbursed for non-tuition educational expenses will be based on the percentage of time completed over the total time in that payment period. The student will be responsible for the repayment of any such overpayment. The refund for non-tuition educational expenses, if any, will be made to the appropriate agency account or individual.

NOTE: A PERCENTAGE OF TUITION REFUND BREAK DOWN AT A LATER PAGE OF THIS CATALOG.

NOTICE OF STUDENT RIGHTS

1. You may cancel your contract for school, without any penalty or obligation, by the fifth (5) business day following your first class session as described in the Notice of Cancellation form that will be given to you at the first session. A different cancellation policy applies for home study or correspondence courses. Read the NOTICE OF CANCELLATION form for an explanation of your cancellation rights and responsibilities. If you have lost your Notice of Cancellation form, ask the school for a sample copy.
2. After the end of the cancellation period, you also have the right to stop school at anytime, and you have the right to receive a refund for the part of the course not taken. Your refund rights are described in the contract. If you have lost your contract, ask the school for a description of the refund policy.
3. If the school closes before you graduate, you may be entitled to a refund. Contact the Council for Private Postsecondary and Vocational Education at the address and telephone number printed below for information.
4. If you have any complaints, questions, or problems, which you cannot work out with the school, write or call:

The Bureau for Private Postsecondary Education
2535 Capital Oaks Drive, #400, Sacramento, CA 95833
Tel: 916-431-6959 * Fax: 916-263-1897
www.bppe.ca.gov

STUDENT TUITION RECOVERY FUND

The Student Tuition Recovery Fund (STRF) was established by the Legislature to protect any California resident who attends a private postsecondary institution from losing money if you prepaid tuition and suffered a financial loss as a result of the school closing, failing to live up to its enrollment agreement, or refusing to pay a court judgment.

To be eligible for STRF, you must be a "California resident" and reside in California at the time the enrollment agreement is signed or when you receive lessons at a California mailing address from an approved institution offering correspondence instruction. Students who are temporarily residing in California for the sole purpose of pursuing an education, specifically those who hold student visas, are not considered a "California resident."

To qualify for STRF reimbursement you must file a STRF application within one year of receiving notice from the Council that the school is closed. If you do not receive notice from the Council, you have 4 years from the date of closure to file a STRF application. If a judgment is obtained you must file a STRF application within two years of the final judgment.

It is important that you keep copies of the enrollment agreement, financial aid papers, receipts or any other information that documents the moneys paid to the school. Questions regarding the STRF may be directed:

The Bureau for Private Postsecondary Education
2535 Capital Oaks Drive, #400, Sacramento, CA 95833
Tel: 916-431-6959 * Fax: 916-263-1897
www.bppe.ca.gov

GENERAL SCHOOL INFORMATION

SCHOOL HOLIDAY CALENDAR

- * Dr. Martin Luther King Day
- * President's Day
- * Memorial Day
- * Independence Day
- * Labor Day
- * Thanksgiving Day
- * The Day after Thanksgiving
- * Monday of Christmas week through Monday after New Year

OFFICE HOURS AND CLASS SCHEDULE

* Office hours are Monday through Friday, 8:00AM to 4:30PM

* Class sessions are Monday through Thursday, 8:30AM - 4:00PM for all classes except the Line Cook Program (see course outline). Classes start every Monday.

Note: Important scheduling information (office hours, holidays, class schedules, etc.) will be announced to students in advance.

TUITION AND FEES SCHEDULE

PROGRAM:	HRS	REG	TUITION	TOTAL COST
Dental Assist (RDA)	720	75.00	6,425.00	\$6,500.00

STRF FEES: Please refer to page 27 for explanation of the following. 3rd party students not required to pay fees. Fee equals \$2.50 per \$1,000 of tuition.

PROGRAM	TUITION	STRF FEE
Dental Assistant/RDA	\$6,425.00	\$12.50

REFUND TABLE:

Tuition	10%	25%	50%	60%	75%
\$6,425.00		(5,782.50)	(4,818.75)	(3,212.50)	(2,570.00) (1,606.25)

Student Tuition Recovery Fund (STRF)

The State of California created the Student Tuition Recovery Fund (STRFF) to relieve or mitigate economic losses suffered by California residents who were students attending schools approved by, or registered to offer Short-term Career Training with the Bureau for Private Postsecondary and Vocational Education (Bureau).

You may be eligible for STRF if you are a California resident, prepaid tuition, paid the STRF fee, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. The school's breach or anticipatory breach of the agreement for the course of instruction.
5. There was a decline in the quality of the course of instruction within 30 days before the school closed or if the decline began earlier than 30 days prior to closure, a time period of decline determined by the Bureau.

6. The school committed fraud during the recruitment or enrollment or program participation of the student.

You may also be eligible for STRF if you were a student that was unable to collect a court judgment rendered against the school for violation of the Private Postsecondary and Vocational Education Reform Act of 1989.

You must pay the state-imposed fee for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student, who is a California resident and prepays all or part of your tuition either by cash , guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF fee if either of the following applies:

1. You are not a California Resident.
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

PERSONNEL AND FACULTY

ADMINISTRATION

Director	Mona Lawson
Director of Instructional Services	Mona Lawson
Business Administrator/Personnel	Rose Provencio-Small
Student Services/Marketing Director	Rose Provencio-Small
Accounts Payables/Receivables	Rose Provencio-Small
Placement Coordinator	Mona Lawson

PROGRAM	INSTRUCTOR
Dental Assistant (RDA)	Jane Wade

Dental Assistant (RDA)

Registered Dental Assistant

PROGRAM OBJECTIVE

This course is designed to give students practical knowledge and “hands-on” training for immediate entry-level employment in the dental field as Dental Assistant. Upon completion of this course the student will be a well-qualified clinical dental assistant trained to participate in patient care activities, infection control procedures, preparation of dental materials, exposing and processing dental radiographs, and assisting with specialized procedures. After completing this program the graduate is entitled to take the licensing exam for Registered Dental Assistant.

PROGRAM OUTLINE

- Diploma program
- 720 hours, 24 week course
- Monday thru Thursday, 8:00 am to 4:00 pm

MODULES	PROJECTS	HOURS
RDA201	The Profession The Sciences Infection Control and Hazardous Materials	100
RDA202	Dental Treatment Patient Care Dental Radiography	140
RDA203	Preventive Dentistry Restorative Dentistry	60
RDA204	Specialized Dentistry	40
RDA205	Front Office	60
RDA206	Advanced Business Communications /English	40
RDA207	Advanced Business Math	40
RDA208	Advanced Dental Billing	60
RDA209	Professional Development	20
RDA210	Registered Dental Assistant Prep	80
RDA211	Externship	80

METHODOLOGY

- Classroom lectures, written assignments and presentations with handouts
- Multimedia presentations (videos, film strips)
- Fieldwork and study

TUITION: \$ 6,500.00

Includes:

- Books, tools, and supplies.
- **Fee for State exam** (1st time only, thereafter, student is responsible for cost of re-exam).