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MISSION STATEMENT

The mission of Cal-Trade Welding School of Modesto is to provide educational career programs, which prepare students to succeed in a chosen vocation.

At Cal-Trade Welding School, a student is provided the opportunity to develop knowledge and skills, self-discipline and self-confidence, a professional attitude, and the ability to meet employer expectations.

In order to assist the student in achieving these goals, the institution has established a professional environment consisting of:

1. A faculty of experienced professionals possessing extensive knowledge, skills, and concern of student achievement and success; and who continually participates in activities to upgrade their knowledge and skill.
2. Hands on training conducted in a professional environment.
3. A curriculum devoted to career related subjects and tasks enabling students to obtain knowledge and skill in course work that relates to their future employment.

BPPE APPROVED

This institution is a private institution and it is approved to operate by the Bureau for Private Postsecondary Education.

QUESTIONS

Any questions a student may have regarding this catalog that have not been Satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Dr. Suite 400, Sacramento, CA 95798-0818.

REVIEW DOCS PRIOR TO SIGNING

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the school performance fact sheet, which must be provided to you prior to signing an enrollment agreement.

COMPLAINT

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling toll free 888-370-7589 or by completing a complaint form, which can be obtained on the bureau's internet web site www.bppe.ca.gov.

ADDRESS

Class session will be held at 424 Kansas Ave. Modesto, CA 95351.

Cal-Trade Welding School of Modesto is conveniently located close to the welding industry and is easily accessible to and from the freeway and main streets.

Our address is 424 Kansas Avenue; which is approximately 300 yards off the 99 freeway, on the Kansas exit.

Cal-Trade Welding School of Modesto

| FULL COURSES | TOTAL WEEKS | TOTAL HOURS | REGISTRATION FEE | TUITION COST | BOOKS & SUPPLIES | CERTIFICATION COST | TOTAL COST |
|---|---|-------------|------------------|--------------|------------------|--------------------|------------------|
| COMBINATION WELDING | 18 | 540 | \$75.00 | \$5000.00 | \$3075.00 | \$350.00 | \$8500.00 |
| ARC, HELIARC, MIG, INNERSHIELD AND INTRODUCTORY PIPE WELDING WITH MILD STEEL ELECTRODES. | | | | | | | |
| TIG/ MIG | 10 | 300 | \$75.00 | \$4000.00 | \$1570.00 | \$350.00 | \$5995.00 |
| HELIARC MILD STEEL, STAINLESS STEEL, ALUMINUM TO AIRCRAFT CODE, MIG, INNERSHIELD AND DUALSHIELD ON MILD STEEL TO AWS AND ASME CODES. | | | | | | | |
| STRUCTURAL WELDING | 9 | 270 | \$75.00 | \$3198.00 | \$877.00 | \$350.00 | \$4500.00 |
| ARC, MIG, DUALSHIELD AND INNERSHIELD ON MILD STEEL TO AWS AND ASME CODES. | | | | | | | |
| PIPELINE WELDING | 10 | 300 | \$75.00 | \$4082.00 | \$2088.00 | \$350.00 | \$6595.00 |
| ARC, HELIARC TO ASME AND API CODES, MILD STEEL ELECTRODES. ANY STUDENT WISHING TO ENROLL IN THIS COURSE MUST HAVE PREVIOUS WELDING EXPERIENCE. | | | | | | | |
| AWS INSPECTORS COURSE | 8-10 | 300 | \$75.00 | \$4209.00 | \$1711.00 | | \$5995.00 |
| Any student wishing to enroll in this course must have 5 years experience in occupational code related structural application or equivalent. A high school graduate or equivalency diploma, able to submit an application with written verification of documented employment or combination employment and school transcripts (2 years-maximum school substitute for work experience.). The administrator prior to course enrollment must review the application. The fee does not include the AWS test fee or any retakes. | | | | | | | |
| Part time refresher courses | | | | | | | |
| COURSES | HOURS | TOTAL | COST PER HOUR | | | | |
| BASIC ARC WELDING | 100 | \$2000.00 | \$20.00 | | | | |
| ADVANCED ARC WELDING | 40 | \$800.00 | \$20.00 | | | | |
| BASIC HELIARC WELDING | 40 | \$800.00 | \$20.00 | | | | |
| ADVANCED HELIARC WELDING | 16 | \$320.00 | \$20.00 | | | | |
| PIPE WELDING (ARC ONLY) | 24 | \$480.00 | \$20.00 | | | | |
| PIPE WELDING (HELIARC ONLY) | 24 | \$480.00 | \$20.00 | | | | |
| MIG OR INNERSHIELD | - | - | \$20.00 | | | | |
| Certification | \$350.00 for an all position (2 plates) pass or fail - \$350.00 for one plate pass or fail | | | | | | |
| <small>PLEASE NOTE ALL PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE</small> | | | | | | | |

FOR ALL COURSES

STUDENTS ARE REQUIRED TO PROVIDE THEIR OWN SAFETY BOOTS. IF CORRECTIVE LENSES ARE WORN, PRESCRIPTION SAFETY GLASSES ARE TO BE PROVIDED BY THE STUDENT.

WE HAVE OPEN ENROLLMENT AND LIFETIME JOB PLACEMENT ASSISTANCE. STUDENTS ARE NOT REQUIRED TO HAVE A HIGH SCHOOL DIPLOMA OR GED FOR SCHOOL.

**BEGINNERS COURSE
ACADEMIC INFORMATION
COURSE: COMBINATION WELDING COURSE**

Occupational Objective: Combination welder with certification to AWS D1.1 Structural Steel Welding Codes.

DOT Number: 819.384-010

Upon successful completion, a certificate is issued.

Training is conducted in the shop on the school premises.

Students may enroll any school day as instruction is offered in continuous modules or cycles allowing for entry at anytime into the theory and lecture session.

Course Length:

6 hours per day, 5 days per week

30 hours per week, 20 weeks

600 hours total

Course Fees:

| | |
|----------------------------------|------------------|
| Non-Refundable Registration Fee: | \$75.00 |
| Tuition Cost: | \$5000.00 |
| Textbook and Supplies | \$3075.00 |
| Certification Cost (AWS Arc) | \$350.00 |
| TOTAL COST | \$8500.00 |

Course Outline:

| | Clock Hours |
|------------------------------|-------------|
| Stick Welding | 200 |
| Oxy – Acetylene Cutting | 60 |
| Heliarc Welding | 120 |
| Mig Welding | 60 |
| FCAW and FCAW-G Welding | 80 |
| Introduction to Pipe Welding | 20 |
| TOTAL CLOCK HOURS | 540 |

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE

COURSE: STRUCTURAL WELDING

Occupational Objective: Certification to AWS D1.1 Structural Steel Welding Codes

DOT Number 812.844

Upon successful completion, a certificate is issued.

Training is conducted in the shop on the school premises.

Students may enroll any school day as instruction is offered in continuous modules of cycles allowing for entry at any time into the theory and lecture sessions.

Course Length: 6 hours per day, 5 days per week.

30 hours per week, 10 weeks.

300 total hours

| | |
|----------------------------------|-------------------|
| Course Fees: | |
| Non-Refundable Registration Fee: | \$75.00 |
| Tuition Cost: | \$3198.00 |
| Textbook and Supplies | \$877.00 |
| Certification Cost (AWS Arc) | \$350.00 |
| TOTAL COST | \$4500.00 |
| Course Outline: | |
| FCAW | Clock Hours 80 |
| FCAW-G | 60 |
| Mig Welding | 60 |
| Stick Welding | 70 |
| TOTAL CLOCK HOURS | 270 |

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE

COURSE: MIG/TIG SPECIALTY

Occupational Objective: Certified MIG/TIG Welder

DOT Number 812.844

Upon successful completion, a certificate is issued.

Training is conducted in the shop on the school premises.

Students may enroll any school day as instruction is offered in continuous modules of cycles allowing for entry at any time into the theory and lecture sessions.

Course Length: 6 hours per day, 5 days per week.

30 hours per week, 12 weeks.

360 total hours

| | |
|------------------------------------|-------------|
| Course Fees: | |
| Non-Refundable Registration Fee: | \$75.00 |
| Tuition Cost: | \$4000.00 |
| Textbook and Supplies | \$1570.00 |
| Certification Cost (AWS Arc) | \$350.00 |
| TOTAL COST | \$5995.00 |
| | |
| Course Outline: | Clock Hours |
| Heliarc Welding on Mild Steel | 50 |
| Stick Welding | 60 |
| Heliarc Welding on Stainless Steel | 60 |
| Heliarc Welding on Aluminum Alloys | 30 |
| Wire Feed Welding | 100 |
| TOTAL CLOCK HOURS | 300 |

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE

**ADVANCED COURSE
COURSE: PIPELINE WELDING**

Occupational Objective: Certified all position Pipe Welder

DOT Number: 812.884

Upon successful completion, a certificate is issued.

Training is conducted in the shop on the school premises.

Students may enroll any school day as instruction is offered in continuous modules or cycles allowing for entry at anytime into the theory and lecture sessions.

Prerequisites: Students desiring to enroll in this course must be a certified structural welder or show proof of a minimum of 150 hours of arc welding. Students will be asked to demonstrate his/her ability.

Course length: 6 hours per day, 5 days per week.
30 hours per week, 10 weeks.
300 total hours.

| | |
|----------------------------------|------------------|
| Course Fees: | |
| Non-Refundable Registration Fee: | \$75.00 |
| Tuition Cost: | \$4082.00 |
| Textbook and Supplies | \$2088.00 |
| Certification Cost (AWS Arc) | \$350.00 |
| TOTAL COST | \$6595.00 |
| Course Outline: | Clock Hours |
| Pipe Welding | 240 |
| Oxy – Acetylene Cutting | 30 |
| Heliarc Welding | 30 |
| TOTAL CLOCK HOURS | 300 |

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE

ADVANCED COURSE

COURSE: AWS INSPECTOR PREPARATION COURSE

Occupational Objective: Certified AWS Welding Inspector.
Upon successful completion a certificate of completion will be given. Instruction is in residence on the school premises.

Student may enroll any school day as instruction is offered in continuous modules of cycles allowing for entry at any time into the theory and lecture sessions. Students will progress at their individual rate of capability and study habit and understanding.

ADMISSIONS REQUIREMENTS

Prerequisites: Students enrolling in this course must have 5 years experience in occupational code related structural application or equivalent, a high school graduate or equivalent diploma. Students must be able to submit an application with written verification of documented employment and school transcripts. (Two – (2) years maximum school substitute for work experience). The administrator prior to course enrollment must review the application.

Course length: 6 hours per day, 5 days per week.
30 hours per week, 10 weeks
300 total hours

| | |
|---|-------------|
| Course Fees: | |
| Non-refundable Registration Fee | \$75.00 |
| Tuition Cost: | \$4209.00 |
| Text Book and Supplies: (AWS test fees are not included) (Seminar Costs are not included) | \$1711.00 |
| Total Cost | \$5995.00 |
| Course Outline: | |
| | Clock Hours |
| Development of Quality Assurance | 30 |
| Quality Control Program | 30 |
| Welding Codes and Application | 30 |
| Welding Procedure and Qualifications | 30 |
| Discontinuities and Defects | 30 |
| Destructive Testing Methods | 30 |
| Non-Destructive Testing Methods | 30 |
| Review and Testing Using Appropriate Code Books | 30 |
| Welding Symbols and Blue print Reading Course | 30 |
| Sample Test Question (Given at the end of the course) | 30 |
| MAXIMUM CLOCK HOURS | 300 |

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

PROFESSION

State license is not required for the welding field. Students will be certified welders upon graduation.

STAFF

OWNERSHIP, GOVERNING BODY, AND ADMINISTRATIVE OFFICIALS

The sole ownership of Robert C. Erwin operates Cal-Trade Welding School of Modesto.

Administrative officials are:

| | |
|-----------------|--------------------------|
| Robert C. Erwin | President |
| Robert C. Erwin | Administrator |
| Maria Rodrigues | Administrative Assistant |

Instructors are:

| | |
|---------------------|----------------------|
| Robert C. Erwin | Instructor/Inspector |
| Ullis "Floyd" Erwin | Instructor |
| Adam C. Erwin | Instructor |
| David Stuart | Instructor |

QUALIFICATIONS OF STAFF

The school administrator, Robert C. Erwin was educated at Modesto Junior College and received an AA degree in 1972, a certificate of completion in Advanced Layout at Hogan Manufacturing in 1979, and an Ultrasonic Level I & II, certificates of completion were conferred on Robert in 1981 from Karetkramet-Branson.

Mr. Erwin is a certified welding inspector QCI-88 from the American Welding Society (license#80112221) and holds a Certificate of Authorization for service from CCPVE for Director as well as one for instructor.

The instructors at Cal-Trade have several years of on the job training as well as a Certificate of Authorization for Service from CCPVE for Instructors.

ENROLLMENT

Cal-Trade Welding school of Modesto has open enrollment. We require 24 hours notice prior to a student beginning their program.

ADMISSIONS POLICY/ REQUIREMENTS/ CREDITS

The standard requirements for admission are as follows: The applicant must be eighteen (18) years of age or older or beyond the age of compulsory school attendance in the state of California. The applicant must demonstrate the ability to benefit from the instructors individual review, and have a minimum 3rd grade level of education. The applicant must have sufficient manual dexterity, and the physical ability to acquire the skills of welding. The applicant must have the ability to read and write satisfactorily to absorb the theory and lecture sessions. In special circumstances, the admission requirements may be adjusted. Cal-Trade has an open entry, open exit policy. Each applicant is reviewed on an individual basis. The results of the review form a basis for eligibility to enroll. The student is then informed of his/her acceptance. Cal-Trade Welding School of Modesto does not deny admission on the basis of age, race, color, gender, sexual orientation, physical handicap, religion or national origin. Cal-Trade has not entered into an articulation or transfer agreement with any other college or university. Credits earned at other institutions are not accepted at Cal-Trade.

WITHDRAWS AND REFUNDS

Each student at the school has the right to withdraw from the course at any time. The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. The amount of the refund shall be "prorated" according to the incomplete portion of the course less cost of any un-returned unused equipment and the registration fee. The refund shall be calculated in the following manner based on the student's last day of enrollment.

Refunds are calculated in the following manner:

Total amount paid for instruction, multiplied by the hours not received, divided by the total course hours. Student must cancel in writing and clock hours continue to run until written notice (even if student is not at school) has been received. If student has completed more that 60% of the training, the school may keep the remaining tuition and no refund will be given. The registration fee is non-refundable, and we keep the cost of un-returned and/or used equipment. If a student loan is received for the cost of the course, the refund will be returned to the lender to reduce the loan debt. Maximum nonrefundable registration fee for Veterans is \$10.00, remaining amount will be prorated.

To cancel the contract with the school, students must mail or deliver a signed and dated copy of the Notice of Cancellation or any other written notice to the school; the postmark will be the effective date if the notice is properly addressed with proper postage.

The student has the right to cancel the enrollment contract with Cal-Trade Welding School without penalty or obligation until midnight of the seventh (7th) business day following (a) the first class session that is attended, (b) the student's receipt of the Notice of Cancellation or (c) The student's receipt of the Enrollment Contract and other required disclosures, whichever is later.

If the school has given the student equipment or books, the student shall return the books or equipment unmarked and unused following the date of the Notice of Cancellation. If the student fails to return the books or equipment within this thirty (30) day period, the school may retain the portion that represents the documented cost of the books and equipment. In the event no monies have been paid, the student will be billed accordingly.

Refund policies are stated in the Enrollment Agreement and Notice of Cancellation. In the event of withdrawal or dismissal from the school, all books and supplies furnished must be returned immediately. Failure to return books and supplies in good condition (as determined by the school) following the date of withdrawal or dismissal will result in a reduction in a refund owed to the student in accordance with the terms set forth above. Within thirty(30) days of the day on which the refund is made, the institution shall notify the student in writing of the date which the refund was made, the amount of the refund, the method of calculating the refund, and the name and address of the entity to which the refund was sent.

PROBATION AND DISMISSAL

Students are expected to attend all classes. Cal-Trade Welding School considers punctuality not only desirable but also necessary. The administrator will counsel students failing to maintain satisfactory attendance. If attendance fails to improve, the administrator, acting at his discretion may dismiss a student or place student on probation for unsatisfactory attendance. Re-admittance may be permitted if the cause for unsatisfactory attendance has been corrected.

The school determines if the student is maintaining satisfactory progress on a monthly basis. If the student's grades and attendance at the point that even with completion of half of the program, the grade average and attendance average cannot be improved to meet satisfactory progress criteria, the student may be placed on probation for the next month. If at the end of the probation period, the student's performance remains below minimum requirements the student may be dismissed or returned on probation, at the discretion of the administrator.

Veterans

Veterans or eligible persons are evaluated biweekly to determine satisfactory progress. If the student's academic competence is below 70%, he/she will be placed on probation for the next two weeks. If at the end of the probation period, the student's performance remains below minimum requirements, veterans' benefits will be discontinued. Re-enrollment will be approved only after evidence is shown to the director's satisfaction that conditions which caused the interruption of benefits have been rectified.

ATTENDANCE POLICY

Students will be expected to attend classes as they would attend work if they were employed. All absences will be recorded. A leave of absence will be granted to a student who presents an acceptable reason; the administrator must grant this. Absences will be considered as excused under the following circumstances: Birth or Death in the immediate family, illness, or any other legitimate reason that can be substantiated. All other absences will be considered as un-excused.

The administrator may excuse reasonable tardiness. Un-excused tardiness is considered an absence after one hour.

Class cuts will not be tolerated, and are regarded as an unexcused absence. Make-up work may be required for the sake of progress; make up work can be completed during lunch. If attendance drops below 80% the student will be placed on probation for the next two weeks. If attendance does not improve to required minimum average by the end of the probationary period, the student will be dismissed; veteran student's educational benefits will be discontinued. Any additional time requested beyond original graduation date, due to excessive unexcused absences may be subject to extra charges.

ATTENDANCE POLICY CONTINUED

Cal-Trade Welding School endeavors to provide students with a full range of welding skills and the accompanying Welding Certificates Enabling Employers to confidently hire Cal-Trade Welding School graduates. Additionally, to make available a steady supply of qualified welders to the community at large.

To ensure this goal for the for the benefit of Cal-Trade students and their employers, the following contract will apply to each student:

- Attendance on a daily basis is **MANDATORY**
- Any pre-planned absence (vacations, Doctor /dentist appointments, surgeries, funeral, etc.) will be approved by Robert Erwin **in advance** of the time taken off.
- Any absences longer than a **three day period** will require a Doctors release on the day the students returns to school.
- The Combination Welding Course must be completed within an eight month calendar period, unless pre-approved by Robert Erwin.
- The Structural Welding Course and the Pipeline Course must be completed within a four month calendar period, unless pre-approved by Robert Erwin.
- The Mig and Tig Course must be completed within a four and a half month calendar period, unless pre-approved by Robert Erwin.
- If a student has the need to terminate his/her attendance at Cal-Trade Welding School, a portion of the tuition will only be refunded during the **six calendar months** following the first day of class.
- Welding booths are reserved for each enrolled student for four (4) hours each day of enrollment. A minimum of six hours will be accumulated regardless of the student's presence or absence.

LEAVE OF ABSENCE

Student may be granted a leave of absence as long as it is approved by the administrator. Leave of absences may not be more than 180 days. Cal-Trade must receive written request before leave of absence can be granted.

PAYMENT INFORMATION

Payment of a full time student is due before the completion of the course. Registration fees, books and supplies must be paid upon starting the class. Cal-Trade Welding School of Modesto allows the course costs to be paid in 3 monthly payments. Please check with the office staff for payment schedule.

TITLE IV

Cal-Trade Welding School does not participate in federal and state financial aid.

LOANS

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

BANKRUPTCY

This institution does not have any pending petitions in bankruptcy and has not filed a petition within the preceding five years.

PLACEMENT ASSISTANCE

Known job openings in the field are provided to each student near completion of the course. The school maintains an active list of employment opportunities. While the school will provide assistance, it can make no promises for placement of employment. Lifetime job search assistance is available to successful Cal-Trade graduates.

OCCUPATIONAL REQUIREMENTS

- 1) General Knowledge of all phases of welding: Arc, Tig, Gas, Mig and Flux Cord, Arc Welding (FCAW).
- 2) Many companies require their welders to be certified: The most recognized are the AWS (American Welding Society) Certifications, which are accepted worldwide.

STUDENT TUITION RECOVERY FUND STATEMENT

STATE OF CALIFORNIA CATALOG DISCLOSURE-STUDENT TUITION RECOVER FUND

Student Tuition Recover Fund, Non Refundable charge, \$2.50 per \$1000 of tuition

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

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all of 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 payer 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 assessment if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
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.

The state of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid STRF assessment, 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. There was a material failure to comply with the Act or the Division within 30-days before the school closed or, if the material failure began earlier than 30-days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

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

Questions regarding the STRF may be directed to the:
Bureau for Private Postsecondary and Vocation Education
2535 Capitol Oaks Dr. Suite 400, Sacramento, CA 95833
P.O. Box 980818, West Sacrament, CA 95798-0818
Phone – (916) 431-6959 Toll Free (888) 370-7589

TRANSFER OUT

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION. The transferability of the credits you earn at Cal-Trade is at the discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in Cal-Trade Welding School is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your course work at the institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Cal-Trade to determine if your certificate will transfer.

FACILITY AND EQUIPMENT

The institution, the facility it occupies and the equipment it utilizes fully comply with any and all federal, state, and local ordinances and regulations, including those requirements as to fire safety, building safety and health. The classroom consists of one lecture hall with appropriate seating capacity. The institution is conveniently located, with adequate parking.

LIBRARY

Welding videos and book are available for students to check out and watch at the school. These videos are available at the main office.

OPTIONAL ASSISTANCE PROGRAMS AND SERVICES

Cal-Trade is proud to offer assistance in the following areas; basic mathematics, the reading of measuring tapes both standard and metric, welding symbols and blueprint reading, welding theory as well as assistance in obtaining GED's. These are not required programs for graduating from the welding course, but if needed by the students Cal-Trade is able to provide instruction in these areas.

STUDENT RATION AND METHODS OF INSTRUCTION

Cal-Trade Welding School of Modesto provides at least one (1) instructor for each group of 15 students per course. Students will be taught theory and lecture in a group of no more than 20 students per classroom session. Instructions at the welding stations will be given on an individual basis; therefore, students may progress at their own pace. When appropriate, audio-visual presentations are provided.

ENGLISH AS A SECOND LANGUAGE ESL

Instruction given at Cal-Trade Welding School of Modesto is primarily in English. The school does not have an ESL program.

HOUSING

Cal-Trade Welding School does not provide dormitory facilities. This institution has on responsibility to find or assist a student in finding housing.

VISA

Cal-Trade does not admit students from other countries.

EXPERIENTIAL CREDIT

Upon enrollment, the student will be asked to list any previous education, training or experience in the exact area of training for which enrolled. If it is sufficiently thorough and relevant, and can be demonstrated at satisfactory proficiency, appropriate credit will be allowed at the discretion of the administrator. The course length will be shortened and fees proportioned. The student's records will document any such action.

FINANCIAL AID

California Training Benefits Program
Workforce Investment Act – WIA, Employment Development Department – TAA
Program, please contact your local EDD to find out if you would qualify for these
programs
VA- GI-Bill – <http://www.gibill.va.gov/>
Workers Compensation Fund – Workers Compensation Vouchers

STANDARDS

SATISFACTORY ACADEMIC PROGRESS GUIDELINES

Satisfactory academic progress is expected of each student enrolled at Cal-Trade Welding School of Modesto, which is determined by the following:

1. Passing examinations with 70% accuracy or better, and demonstration of acceptable performance of required skills; in both lab and theory, is an indication of successful performance.
2. Maintaining satisfactory attendance; six hours per day, five days per week (80% or better).
3. For probationary students, meeting standards specified on their probation contract. Evaluation for probation will be on a monthly basis.

DISTANCE ED

Cal-Trade Welding School does not offer distance education.

NOTICE OF STUDENT RIGHTS

1. You may cancel your contract for school, 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 any time, 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 Bureau 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:

Bureau for Private Postsecondary Education

Physical address: 2535 Capitol Oaks Dr. Suite 400, Sacramento, CA 95833

Mailing Address: P.O. Box 980818, West Sacramento, CA 95798-0818

Phone Number: (916)431-6959

Toll Free: (888)370-7589

Fax Number: (916)263-1897

SAFETY COMPLIANCE AND ENROLLMENT LIMITATIONS

The institution, the facilities it occupies and the equipment it utilizes, fully complies with any and all federal, state and local ordinances and regulations, including those requirements as to the fire and building safety and health.

Cal-Trade Welding School of Modesto can accommodate 45 students at any given time.

RECORD RETENTION

Cal-Trade Welding School keeps all school certifications. If the occasion should come up and you lose your certification papers we will have a copy on file in your student records. We are however, obligated to a privacy law and you will need to come in person with proper identification to obtain your request. No information can be given to anyone other than yourself without your notarized written consent.

CONDUCT AND DISMISSAL

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

CALENDAR

Legal Holidays observed are:

Martin Luther King Day
Presidents' Day
Memorial Day
Independence Day
Labor Day
Veterans' Day
Thanksgiving and the Day After
Christmas Eve through New Year's Day
2 Weeks per Year for Staff Vacation
(Subject to Change Without Notice)

OPERATING HOURS

Office hours: 8:00 AM – 2:30 PM Monday – Friday

An answering machine is available after hours to leave a message.

Instruction: Monday – Friday 8:00 AM to 12:00 PM Training

12:00 AM -12:30 PM Lunch

12:30 PM -1:30 PM Lecture

1:30 PM – 2:30 PM Lab

CLASSROOM HOURS

Math: Monday, Wednesday and Friday 12:30 PM – 1:30 PM

Text Book Lecture: Tuesday and Thursday 12:30 PM – 1:30 PM

School is closed weekends and legal holidays. Classes are conducted on an open entry basis. Students will be advised of their probable starting date at the time of enrollment.