Welding Certification

Start Date: August 3, 2020

PAYMENT SCHEDULE / COST SHEET (2020-2021) $8,480.00

	Prior to Program	Term 1 08/03/2020 to 10/15/2020	Term 2 10/19/2020 to 01/13/2021	Term 3 01/14/2021 to 03/25/2021	Term 4 04/05/2021 to 06/10/2021	Total
***Registration/Assessment**	$ 50.00					$ 50.00
Tuition (#Deposit - $200)	$ 200.00	$ 1,384.00	$ 1,384.00	$ 1,384.00	$ 1,384.00	$ 5,736.00
Textbooks		$ 69.50		$ 69.50		$ 139.00
Resources:						
Lab Resources		$ 100.00		$ 100.00		$ 200.00
Supplies		$ 550.00		$ 550.00		$ 1,100.00
Graduation Resources					$ 55.00	$ 55.00
Certification Exam		$ 200.00	$ 200.00	$ 200.00	$ 200.00	$ 800.00
Fees:						
Student Service Fee		$ 200.00		$ 200.00		$ 400.00
Total by Term	$ 250.00	$ 2,503.50	$ 1,584.00	$ 2,503.50	$ 1,639.00	$ 8,480.00

**Due at time of registration (non-refundable)*

#Due at time of program acceptance to secure enrollment (non-refundable)

Estimated Financial Aid Disbursement Dates	9/8/2020	10/26/2020	2/8/2021	4/19/2021

Student Financial Responsibility: All fees are due as noted unless other arrangements have been made through the KTC Student Accounts. Textbook, lab, and resource fees are subject to change. Students receiving Financial Aid (PELL, Loans, other) are responsible for ensuring all fees are paid should the financial aid not be sufficient to cover all costs. Without exception, all fees must be paid in full before one will receive program completion/graduation documentation.

KNOX TECHNICAL CENTER MISSION STATEMENT

The mission of the Knox Technical Center is to provide cutting-edge programs that prepare adults with career and lifelong learning skills.

PROGRESSION REQUIREMENTS

A student of the Knox Technical Center must:

- Achieve a minimum of at least a 75% in each course of study (both through testing points and overall course grade)
- Demonstrate an average of at least a 75% grading in all experiences
- Meet all program objectives
- Meet all financial obligations of the program
- Meet 90% attendance of total hours of term
- Adhere to student code of conduct

GRADUATION REQUIREMENTS

A graduate of the Knox Technical Center must:

- Achieve a minimum grade average of 75% in each course of study
- Demonstrate satisfactory performance in all experiences
- Meet all program objectives
- Meet all financial obligations of the program
- Attend 90% of total hours of curriculum

REFUND POLICY

A student may withdraw from the program voluntarily at any point. It is highly recommended that the student have a personal interview with the coordinator(s) and/or adult education director upon withdrawal. We request that the student complete a withdrawal form to ensure that the student is notified of any program obligations upon withdrawal. Withdrawal or dismissal from the program does not preclude readmission to the next class at the discretion of the program coordinator. Refunds (if due) will be calculated as noted:

Tuition:

- Tuition and fees collected in advance of class start date will be refunded in full if the institution cancels the class.
- Withdrawal/Dismissal on or prior to the first class session, 100% tuition refund for that term less $100 processing fee.
- For programs of 600 hours or more - withdrawn during *first week of classes (90% tuition refund for that term).
- For programs of 600 hours or more - withdrawn during *second week of classes (50% tuition refund for that term).
- For programs of 600 hours or more - withdrawn during and/or after the third week of classes (No tuition refunds for that term)

Other Fees:

- Withdrawal or dismissal after the first day of class, fees will be adjusted accordingly.

NOTE:

Students dismissed for non-academic reasons will receive no refund or return of fees for the applicable terms. Otherwise, the institution will provide the refund within 45 days of the planned class start date or 45 days from the student's last day of attendance, as indicated, without request from the student. Students who have not visited the school facility prior to enrollment have the opportunity to withdraw without penalty within three days following either attendance at regularly-scheduled orientation or following a tour of the facility/inspection of equipment. ***The student is responsible upon separation from the program for their account.*** Accounts with balances due will be given 30 days from invoice date to be paid in full. Any account not paid in full within 30 days will be subject to collection through the Ohio Attorney General's Office.

(*understood to refer to five calendar days – Monday through Friday – no matter how many class sessions are held during that period of time)

ACCREDITATION

Knox Technical Center (Adult Education at Knox County Career Center) is accredited by the Commission of the Council on Occupational Education, 7840 Roswell Road, Building 300, Suite 325, Atlanta, GA 30350. Telephone: 770-396-3898/Fax: 770-396-3790/www.council.org. The program is approved by the Ohio Department of Higher Education.