

# ALLIANCE SCHOOL OF TRUCKING INC. CATALOG

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January 1, 2019 – December 31, 2019

9410 Jordan Avenue, Chatsworth, CA 91311  
818.772.2252  
[www.allianceschooloftrucking.com](http://www.allianceschooloftrucking.com)  
As of February 1, 2019

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*The information in this catalog is true and correct in content and policy and so certified as true by the Owner/Director, Emmitt Marshall.*

Emmitt Marshall  
Emmitt Marshall, Owner/Director

February 1, 2019  
Date

## **MISSION & OBJECTIVES**

Alliance School of Trucking's goal is to provide job specific training to meet the needs of the residents of our community in San Fernando Valley and to provide safe, conscientious truck driver operators to the motor-carrier and warehouse employers in the community and throughout Southern California. Students' progress is reviewed in a consistent manner to assure full value received for each of our students. The school provides an environment of opportunity and challenge in which students can reach their highest level of achievement, through the use of practical classroom lectures and hands-on experience in a realistic environment.

Alliance School of Trucking is committed to providing quality and affordable educational opportunities for the adult learner. To achieve this, Alliance School of Trucking is committed to the following objectives:

- Provide the Trucking/Transportation Industry with competent, entry level drivers
- Provide student-centered and friendly learning experiences
- Ensure that faculty are responsive and experienced
- Offer personalized, responsive, helpful student support services
- Provide learning experiences that meet the demands of today's employers

## **STATEMENT OF OWNERSHIP AND CONTROL**

Alliance School of Trucking Inc. is a California corporation owned by Emmit Marshall.

## **HISTORY**

Alliance School of Trucking was founded in 2007 by Emmit Marshall. The school was incorporated in California in 2007. The owner has over 25 years of experience in commercial driving and driver education. Alliance School of Trucking trains drivers on a commercial and non-commercial basis. We also retrain professional drivers that are already employed as local delivery drivers and those driving other company vehicles for the CDL examination.

Thank you for choosing Alliance School of Trucking in your effort to improve your lifestyle and that of your family. Our belief is that you have chosen a lifetime career, not just another job field.

## **STATE OF CALIFORNIA**

This institution is a private institution approved to operate by the California Bureau for Private Postsecondary Education. Approval to operate means the institution is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations.

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.

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

Drive, Suite 400, Sacramento, CA 95833, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

## **FACILITIES AND EQUIPMENT**

All courses are taught at 9410 Jordan Avenue, Chatsworth, CA 91311.

The classrooms and offices are housed in a commercial building. The facilities are comprised of approximately 2,000 square feet containing two classrooms that will accommodate a maximum number of 25 students, a reception area (resource center), and offices. The classroom contains desks and chairs for the students and instructor, a whiteboard, a CD/DVD player, and a television.

The yard facilities are approximately 60,000 square feet used for behind-the-wheel instruction. The over-the-road instruction is provided on the streets and freeways of the Los Angeles County area.

Students will receive behind-the-wheel and over-the-road instruction and practice in commercial tractors and trailers of the type used by the transportation industry. Basic instructional equipment includes a 1998 International tractor and a 2001 28-foot Great Dane trailer.

## **ADMISSION POLICIES AND PROCEDURES**

Prospective students are encouraged to visit the 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 tuitions and fees.

Admission into any of the school programs requires that all prospective students must be at minimum 18 years of age, and have a high school diploma or General Education Diploma (GED). In addition, prospective students must possess a valid State Issued Class "C" driver's permit/license, and must be able to drive a manual transmission. Prospective students must also be free of alcohol and mind altering drugs.

Admission procedures include meeting with the School Director to review career goals, programs offered, school policies and procedures (school catalog), the school performance fact sheet, graduation requirements, and English language proficiency.

If a prospective student meets the admission requirements and is accepted into a program an enrollment agreement will be executed.

Alliance School of Trucking does not admit ability-to-benefit students.

### **Foreign Students**

Alliance School of Trucking does not offer visa services to prospective students from other countries or English language services. Alliance School of Trucking does not offer English as a Second Language instruction. All instruction occurs in English.

### **NON-DISCRIMINATION POLICY**

No applicant shall be rejected from admission to the school on the basis of age, race, color, sex, disability or national origin nor be subjected to discrimination of any kind based on the above. For information regarding Non-Discrimination or to resolve complaints contact the School Director.

## **DRIVER'S LICENSING REQUIREMENTS**

Residents of California are required to have a class "A" driver's license to drive a tractor trailer. School graduates must pass a California Department of Motor Vehicles driving examination at a location specified by the department. This examination is based on the federal Commercial Driver's License examination which is accepted by most states. The examination is a state requirement and is not part of the course of study. The programs offered by the school will assist the student in preparing for this examination. At no additional cost to its graduates, the school will set an appointment as soon as possible after graduation and provide a tractor trailer and licensed employee for the purpose of testing. In the event a person fails, the school will set an appointment for re-testing. Appointments for initial testing take priority.

## **TRANSFER OF CREDIT**

Alliance School of Trucking does not accept hours or credit earned at other institutions, through challenge examinations or achievement tests, or experiential learning.

Alliance School of Trucking has not entered into a transfer or articulation agreement with any other college or university.

## **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION**

The transferability of credits you earn at Alliance School of Trucking is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the program is also at the complete discretion of the institution to which you may seek to transfer. If the hours or 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 coursework at that 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 Alliance School of Trucking to determine if your hours or certificate will transfer.

## **PROGRAMS**

The school's course objective is to provide the Trucking/Transportation Industry with competent, entry level drivers. Graduates are safety conscious, professionally trained and well educated individuals who will be an asset to their employers. They have the knowledge of the latest skills, attitudes and qualifications that will be conducive to a long lasting, profitable and safety oriented employer/employee relationship. Completion of an Alliance program will produce well rounded, skilled, safe and proud drivers with the professional attitude necessary to be successful in their chosen careers as professional drivers. Alliance offers five (5) programs to achieve this objective. The ATS programs provide instruction for up to 25 students per session in classroom theory and one student per instructor for behind-the-wheel subjects. In addition to the listed programs, we offer specialized instruction designed to meet the needs and requirements of individuals and employers.

**Commercial Truck Driver**– Job Responsibilities According to D.O.T. #292.353, 363,463,483,667  
C.I.P. #49.0299

Truck Drivers operate gasoline and diesel powered tractor-trailers which weigh from 6,000 to a maximum limit of 20,000 pounds per axle. The maximum length of the equipment is 75 feet in California. Drivers may work for common carrier companies (hauling consumer goods for the general public), contract carrier companies (transporting goods for a specific group of shippers) or private carrier firms that operate their own trucking fleets. Local drivers work in various industries. They may transport consumer goods, haul material for construction contractors, or deliver farm produce to food processing plants. Drivers may be required to load and unload their own cargo.

## **PROGRAM DESCRIPTIONS**

### **! Accelerated Class “A” Tractor Trailer and Safety Course**

This program offers 20 hours of one-on-one instruction. The program is designed to assist students in passing the Department of Motor Vehicles Exam in order to obtain a Class “A” License as well as teach the safe operation and maneuvering of a tractor trailer, including straight line backing, parallel parking and alley docking. In addition, students will be taught how to pull a pre-trip inspection, conduct an in-cab inspection, inspect the air brake system and perform an air brake test. Students will also practice driving in city slow zones and school zones, over railroad tracks, and on main streets and freeway systems.

### **! Commercial II Class “B” Tractor Safety Course**

This program offers 144 hours of one-on-one instruction. The program is designed to assist students in passing the Department of Motor Vehicles Exam in order to obtain a Class “B” License and teach the safe operation and maneuvering of a tractor, including parallel parking and alley docking. In addition, students will be taught how to pull a pre-trip inspection, conduct an in-cab inspection, inspect the air brake system and perform an air brake test. Students will also be given additional driving time to include practice driving in city slow zones and school zones, over railroad tracks, and on main streets and freeway systems.

### **! Advanced I 160-Hour Class “A” Tractor Trailer and Safety Course**

This program offers 160 hours of one-on-one instruction. The program is designed to teach students how to comply with the Federal Motor Carrier Safety Regulations and assist them in passing the Department of Motor Vehicles Exam in order to obtain a Class “A” License. Students will learn to maintain a driver’s log, as well as correct keeping and maintenance of a pre-trip inspection log. Students will be taught yard skills and driving techniques, such as straight line and serpentine maneuvers forward and reverse, measured stops and turns, alley docking (90 degree maneuvers), and parallel parking. In addition, students will be taught how to comply with all aspects of safe driving and vehicle control, including accident control and reporting, and how to pull a pre-trip inspection, conduct an in-cab inspection, inspect the air brake system, and will learn how to pull an air break test. Students will also practice driving in city slow zones and school zones, over railroad tracks, and on main streets and freeway systems.

### **! Advanced II 240-Hour Class “A” Tractor Trailer and Safety Course**

This program offers 240 hours of one-on-one instruction. The program is designed to teach students how to comply with the Federal Motor Carrier Safety Regulations and assist them in passing the Department of Motor Vehicles Exam to obtain a Class “A” License. Students will learn to maintain a

driver's log and correct keeping and maintenance of a pre-trip inspection log and be taught yard skills and driving techniques, such as straight line and serpentine backing, forward and reverse, measured stops and turns, alley docking (90 degree maneuvers), and parallel parking. In addition, students will be taught how to comply with all aspects of safe driving and vehicle control, including accident control and reporting, trip planning, and map reading. Students will also be taught how to pull a pre-trip inspection, conduct an in-cab inspection, inspect the air brake system, and perform an air brake test. To meet industry demands for added behind-the-wheel time and experience, students will spend extensive time driving in city slow zones and school zones, over railroad tracks, and on main streets and freeway systems.

### **! Select Driver Development Program Class A/B Certification – 600 Hours**

This program is designed for individuals who have no previous tractor-trailer experience and want an extensive training program that focuses on safe driving habits and skill development. This program includes classroom instruction designed to help students pass the CDL knowledge test. Training will prepare students for the CDL skills test and entry-level employment as a tractor-trailer driver.

## **MODULE DESCRIPTIONS**

### **Classroom Training Module/Readiness Program**

This module teaches the concepts of commercial driving that are required for the hands-on training in the Yard Skills Training and Over-the-Road Driving Skills Training modules of the program. The student will be taught vehicle familiarization, including aspects of safe operation, accident control and reporting, and the importance of maintaining a daily driver's log.

### **Yard Skills Training Module**

This module teaches the student how to safely maneuver a tractor trailer, including backing from the sight side (left) or blind side (right); parallel parking and alley docking; approaching a "corner" properly; conducting a pre-trip inspection; and using the mirrors. This module also teaches the importance of having a safe and attentive attitude as a commercial driver.

### **Over-the-Road Driving Skills Training Module**

This module teaches the student how to safely and courteously operate a commercial vehicle in a variety of traffic situations on streets and freeways. This module also teaches the importance of having a safe and attentive attitude as a commercial driver.

## **PROGRAM OUTLINES**

The following provides an overview of subjects within each program to include hours.

<b>Subjects</b>					
	<b>Select Driver Development Program Class A/B Certification 600 Hours</b>	<b>Accelerated 20-Hour</b>	<b>Subject Hours Commercial II 144-Hour</b>	<b>Advanced I 160-Hour</b>	<b>Advanced II 240-Hour</b>
Theory Orientation	1	1	1	1	1
OSHA/CAL-OSHA Rules & Regulations	8	0	8	8	8
Yard Skills	160	6	40	40	80
Pre-Trip Inspection	28	2	8	10	10
In Cab Inspection	10	2	2	4	4
Air Brakes	6	2	2	2	2
Classroom Readiness/Trip Planning, Log Book, Accident Reporting, and Map Reading	56	0	24	24	24
Drive	325	5	57	69	109
Review	6	2	2	2	2
<b>TOTAL PROGRAM HOURS</b>	<b>600</b>	<b>20</b>	<b>144</b>	<b>160</b>	<b>240</b>

## **ACADEMIC POLICIES**

### **CLOCK HOURS**

Clock hours reflect the total number of hours spent in the classroom. One clock hour is equal to 50 minutes of instruction in a 60-minute period.

### **STANDARDS OF SATISFACTORY PROGRESS**

All students are required to maintain satisfactory progress toward the completion of their program of study. Students must maintain progress that will lead to completion of the program within 150% of the stated course length.

If a student's grade point average is unsatisfactory (below 70 percent), the student will be put on probation for the two subjects. If, during the next two subjects the student's grade point average is still unsatisfactory, the student will be withdrawn.



## RE-ENROLLMENT

Re-enrollment will be approved only after evidence is shown to the school director's satisfaction that conditions that caused the interruption for unsatisfactory progress have been rectified.

## EVALUATION METHODS

All grades are calculated in points evaluating the student's knowledge and skills for each item on the written and hands-on parts of the licensing exam for commercial drivers, as administered by the Department of Motor Vehicles for the State of California. The final program grade is calculated according to the following criteria and percentages:

Subjects	Percent of Total Grade				
	Select Driver Development Program Class A/B Certification 600 Hours	Accelerated 20-Hour	Commercial II 144-Hour	Advanced I 160-Hour	Advanced II 240-Hour
Theory Orientation	0%	0%	0%	0%	0%
OSHA/CAL-OSHA Rules & Regulations	5%	Not applicable.	10%	10%	10%
Yard Skills	30%	30%	30%	30%	30%
Pre-Trip Inspection	5%	20%	10%	10%	10%
In Cab Inspection	5%	20%	10%	10%	10%
Trip Planning, Log Book, Accident Reporting, and Map Reading	5%	Not applicable.	10%	10%	10%
Drive	50%	30%	30%	30%	30%
Review	0%	0%	0%	0%	0%

## PROGRAM GRADING SCALE

A = 90-100

B = 80-89

C = 70-79

D = 60-69

F = (FAIL) BELOW 60

Alliance School of Trucking does not have a cumulative final test or examination required for the completion of any of the programs.

## ATTENDANCE POLICY

**Absences** will be considered excused under the following circumstances: illness, death or birth in the immediate family, and other valid reasons substantiated in writing and at the discretion of the school director. All other absences will be considered unexcused.

**Tardiness** is a disruption of a good learning environment and is to be discouraged. Tardiness without a legitimate reason on two occasions in one class will be considered as one unexcused absence.

Due to the length and comprehensive nature of the commercial driver training, students with one **unexcused absence** in any class will receive written notification of probation. Any unexcused absences during the remainder of the course will be cause for interruption of the student's training program.

**Class cuts** will be considered **unexcused** absence.

**Make-up work** may be required for any absence. However, hours of make-up work cannot be accepted as hours of classroom attendance. Make-up work must be arranged by the student with the individual instructor or the school director.

A written request for an emergency **leave of absence** will be considered and such leave may be granted to students at the discretion of the school director.

Students are expected to attend classes as scheduled as they would be expected to be present for work. Absences and tardiness will be recorded.

## **WITHDRAWAL**

A student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class for 3 days.

## **STUDENT CONDUCT POLICY**

Students shall at all times conduct themselves in an exemplary manner, both in and out of school. A student may be dismissed for:

1. Unsatisfactory progress.
2. Being under the influence of, or in the possession of, alcohol or illegal drugs of any kind.
3. Operating equipment in such a manner that life or property is endangered.
4. Gambling on school property.
5. Insubordination and/or intolerable conduct.
6. Willful abuse of school equipment or property.
7. Excessive absenteeism.
8. Failure to make payments on dates due.

## **GRADUATION REQUIREMENTS**

Minimum standards for successful completion require that a student maintain a 70 percent (C average) or higher cumulative grade average in all areas of training. Additional help is provided to slower learners in individual situations.

The candidate for graduation must:

1. Have successfully completed all specified requirements for the certificate.
2. Have earned a cumulative grade average of at least 70% in each area of training.
3. Be free from all indebtedness to the school or have made satisfactory arrangements for the payment of tuition and fees.

## **STUDENT SERVICES**

### **HOUSING**

Alliance School of Trucking does not assume responsibility for student housing, does not have dormitory facilities under its control, nor offers student-housing assistance. According to rentals.com for Chatsworth, CA rental properties start at approximately \$675 per month.

### **LIBRARY**

Alliance School of Trucking maintains a resource center in the reception area of the facility. Resources available to students include industry-related magazines, newspapers, brochures, and job postings. The resource center check-in/check-out system is based on the honor system. Students may borrow resources at anytime; we only ask that resources are returned in a timely manner (within one day) and in the same condition as they were when checked out.

In addition to the resources maintained onsite, Alliance School of Trucking also has a variety of resources posted on its website. These resources include information on associations, trucking jobs, DMV information, trucking magazines, and truck safety information.

### **EMPLOYMENT ASSISTANCE**

Alliance School of Trucking does not provide a full job placement service. The school does, however, maintain contact with local and over the road carriers regarding their driver needs. This information is made available to our students and graduates. Alliance cannot and does not guarantee employment or salary.

### **GRIEVANCE PROCEDURE**

If there are any complaints about the school or any of its staff that cannot be resolved by the instructor, we encourage the student to bring the matter to the attention of the School Director, who is responsible for the resolution of complaints. If the matter is still unresolved, the next step is to explain the problem in writing to the school's President. A written or oral complaint will be responded to within 15 days. Finally, the matter can be referred to the school's regulatory agency.

A student or any member of the public may file a complaint about this institution with Bureau for Private Postsecondary Education by calling 888.370.7589 toll-free or by completing a complaint form, which can be obtained on the bureau's Internet Web site, [www.bppe.ca.gov](http://www.bppe.ca.gov).

## **ADMINISTRATIVE POLICIES**

### **STUDENT RECORDS/RIGHT OF PRIVACY**

The federal right of privacy act enables all students to review their academic records, including grades, attendance, and counseling reports. Student records are confidential and only such agencies or individuals authorized by law are allowed access without written permission of the student.

### **RECORDS RETENTION**

Student records will be maintained at the school site for five years from the last date of attendance. Transcripts are maintained permanently.

### **HOLIDAYS**

New Years Day  
Memorial Day  
Independence Day  
Labor Day  
Veterans Day  
Thanksgiving and Day After  
Christmas Day

### **HOURS OF OPERATION**

Monday through Friday: 8:00 am to 6:00 pm

### **PROGRAM SCHEDULE**

Programs start each Monday and are determined based on student interest.

*Commercial I Class "B" Tractor Safety Course – 7 days*

Monday - Friday: 8:00 am to 10:00 am

*Accelerated Class "A" Tractor Trailer and Safety Course– 10 days*

Monday - Friday: 8:00 am to 10:00 am

*Commercial II Class "B" Tractor Safety Course – 24 Days / 8 Weeks*

Monday - Wednesday: 8:00 am to 2:30 pm

*Advanced I 160-Hour Class "A" Tractor Trailer and Safety Course– 20 Days / 4 Weeks*

Monday - Friday: 8:00 am to 5:00 pm

*Advanced II 240-Hour Class "A" Tractor Trailer and Safety Course – 30 Days / 6 Weeks*

Monday - Friday: 8:00 am to 5:00 pm

# **CANCELLATION, WITHDRAWAL, AND REFUND POLICY**

## **STUDENT'S RIGHT TO CANCEL**

1. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later. 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 pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance.
2. Cancellation may occur when the student provides a written notice of cancellation at the following address: Alliance School of Trucking, 9410 Jordan Avenue, Chatsworth, CA 91311. This can be done by mail or by hand delivery.
3. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
4. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
5. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or administration fee not to exceed \$250.00, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.
6. A withdrawal may be effectuated by the student's written notice or by the student's conduct, including but not limited to, a student's lack of attendance.

## **WITHDRAWAL FROM THE PROGRAM**

You may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$250.00, and less any deduction for equipment not returned in good condition, within 45 days of withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class for 3 days.

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend, prior to withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

## TUITION AND FEES

All tuition and fees are payable prior to commencement of classes unless other arrangements are made. For students who may require assistance with paying for the course, agency assistance or tuition loans from private companies may be available to those who qualify. You are responsible for tuition and fees. The school does not participate in federal or state financial aid programs. If a student receives a loan to pay for the educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

Program	Registration Fee Non-Refundable**	Student Tuition Recovery Fund Non-Refundable	Tuition	*Total Cost
Select Driver Development Program Class A/B Certification 600 Hours	\$75.00	\$0	\$12,495.00	\$12,570.00
Accelerated Class "A" Tractor Trailer and Safety Course	\$75.00	\$0	\$2,500.00	\$2,575.00
Commercial II Class "B" Tractor Safety Course	\$75.00	\$0	\$5,295.00	\$5,370.00
Advanced I 160-Hour Class "A" Tractor Trailer and Safety Course	\$75.00	\$0	\$4,995.00	\$5,070.00
Advanced II 240-Hour Class "A" Tractor Trailer and Safety Course	\$75.00	\$0	\$5,495.00	\$5,570.00

\*Charges for the period of attendance and the entire program. Books and materials are included.

\*\*The maximum non-refundable fee registration fee for veterans or eligible persons is \$10.00.

## ADDITIONAL COSTS

In addition to tuition and fees, students are responsible for the cost of housing, meals, and transportation to and from school.

## STUDENT TUITION RECOVERY FUND DISCLOSURES

- a) A qualifying institution shall include the following statement on both its enrollment agreement and school catalog: "The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

- b) In addition to the statement required under subdivision (a) of this section, a qualifying institution shall include the following statement in its school catalog:

“It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

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

Note: Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Section 94923, 94924 and 94925, Education Code.

## **MANAGEMENT AND FACULTY**

### **ADMINISTRATION**

Emmit Marshall, Owner/Director

### **FACULTY**

Emmit Marshall  
Pierce College, Woodland Hills. CA  
U.S. Army (1985-1989) – Tractor Trailer Operator  
Honorably Discharged  
Over 25 years' experience as a commercial driver  
Over 5 years' experience as an instructor

## **CONSUMER PROTECTION**

Alliance School of Trucking has never filed for bankruptcy petition, operated as a debtor in possession or had a petition of bankruptcy filed against it under Federal law.

Alliance School of Trucking is not accredited by an agency recognized by the United States Department of Education (USDE) and students are not eligible for federal financial aid pro



