

# SCHOOL OF AUTOMOTIVE MACHINISTS

## CATALOG SUPPLEMENT A

Volume 19, 2010

July 1, 2010

### ADMINISTRATION

Ashley Banuelos	Registrar/Administrative Assistant/Job Placement Assistant/Orientation
Josephine Bautista	Financial Aid Director
Lucian Fuehrer	Admissions Representative/Student Services Assistant
Kelly Hamilton	Billing and Bookkeeping
Kimberly Klevenhagen	Director of Development/Director of Job Placement
Judson Massingill	President/Director of Education/Student Services Coordinator
Linda Massingill	CEO/ School Executive Director/Administrator/Alumni Association/Learning Resources Manager
Scott Morris	Director of Field Admissions/Student Services Assistant
Cathy Muzechenko	Financial Aid Assistant/Alumni Association
Michael Sambrooks	Admissions Coordinator
David Saunders	Admissions Director
Jakson Stevens	Website/Media Tech
Rob Valden	Admissions Representative/Student Services Assistant

### FACULTY

Judson Massingill	Instructor - Certified, Specialized Training - ITS, 38 years experience ASE Master Engine Machinist
Casey Snyder	Instructor - Certified, Specialized Training, 13 years experience ASE Master Engine Machinist
Chris Bennett	Instructor - Certified, Specialized Training, 6 years experience ASE Master Engine Machinist
Shawn Hooper	Instructor - Certified, Specialized Training, 6 years experience ASE Master Engine Machinist
Steve Vance	Instructor - Certified, Specialized Training, 6 years experience ASE Master Engine Machinist
Spencer Allen	Instructor - Certified, Specialized Training, 5 years experience ASE Master Engine Machinist
Andrew Bishop	Instructor - Certified, Specialized Training, 4 years experience ASE Master Engine Machinist, Mastercam Instructor Certified (applied for)
Jonathan Waitt	Instructor - Certified, Specialized Training, 4 years experience ASE Master Engine Machinist (applied for), Mastercam Instructor Certified (applied for)

### SCHEDULE OF PROGRAMS

Block Program	Automotive Engine/Block Machining
Head Program	Automotive Engine/Cylinder Head Machining
or	
Combo Program	Automotive Engine/Block and Cylinder Head Machining (This is a combination of the Block and Head Programs listed above)
CNC Program	Automotive Engine/CNC Machining

### SCHEDULE OF TUITION

Registration Fee	100.00	<b>Block Program</b>
Tuition (per program)	15,775.00	
Textbooks & Manuals	100.00	
(Supplies and lab fees included in tuition)		

### SCHEDULE OF TUITION

Registration Fee	100.00	<b>Head Program</b>
Tuition (per program)	15,775.00	
Textbooks & Manuals	100.00	
(Supplies and lab fees included in tuition)		

### IN SERVICE DAYS (No Classes) - 2010

February 15	October 11
May 28	November 24
September 3	

### SCHEDULE OF TUITION Combo Program (Block & Head)

(This is a combination of the Block and Head Programs listed above)	
Registration	200.00
Tuition (Subject to change if not taken in same calendar year)	31,550.00
Textbooks & Manuals	200.00
(Supplies and lab fees included in tuition)	

### SCHOOL HOLIDAY - 2010

January 1 - 4	New Year's Holiday
March 8 - 12	Spring Break
April 2	Good Friday
May 31	Memorial Day
July 5 - 20	Independence Day/Summer Break
September 6	Labor Day
November 25 - 26	Thanksgiving
December 20, 2010 - January 3, 2011	Winter Holiday

### SCHEDULE OF TUITION

Registration Fee	Included in Tuition	<b>CNC Program</b>
Tuition (per program)	13,525.00	
Textbooks & Manuals	Included in Tuition	
(Supplies and lab fees included in tuition)		

*SAM reserves the right to change start dates, fees, and course work subject to appropriate procedures of and approval by its regulatory bodies.*

### 2010 ENROLLMENT DATES - BLOCK, HEAD, & COMBO PROGRAMS \*

ENTRANCE DATE	ENDING DATE	ENTRANCE DATE	ENDING DATE
January 6, 2010	October 5, 2010	June 2, 2010	March 18, 2011
February 11, 2010	November 10, 2010	July 29, 2010	April 29, 2011
March 17, 2010	December 10, 2010	September 8, 2010	June 8, 2011
April 21, 2010	January 27, 2011 *Block Class Start Only	October 18, 2010	August 2, 2011
May 3, 2010	February 7, 2011 *Head Class Start Only	November 11, 2010	August 25, 2011

### 2010 ENROLLMENT DATES - CNC PROGRAM\*

ENTRANCE DATE	ENDING DATE
March 31, 2010	October 29, 2010
October 6, 2010	May 3, 2011

(over, please)

#### DRESS CODE

The goal of the School of Automotive Machinists is to prepare its students to accept a responsible and professional position in the automotive industry. In addition to technical competence, the potential employer will be highly concerned with finding positive attitudes in regards to appearance, dependability, attendance, a good work ethic, and, of course, safety. To this end, the School of Automotive Machinists has adopted the following dress code for safety and appearance reasons. Failure to abide by this standard may result in a student being asked to leave. The time missed will be considered an unexcused absence.

- SHIRTS:** SAM uniform shirts must be worn at all times while at school. Shirts must be tucked in.
- PANTS:** All students must wear either blue jeans, cords, or dress slacks. Shorts, military pants or athletic apparel are not acceptable.
- SHOES:** Hard leather shoes or boots must be worn at all times while in school.
- CAPS:** Baseball caps are the only hats that can be worn at school. Caps other than those issued by School of Automotive Machinists must be approved by the administration. Caps must be worn with bill facing forward.
- HAIR LENGTH:** Males-Hair should be cut in such a manner as not to touch the collar of a standard SAM uniform shirt. Hairstyles are at the discretion of the administration.  
Females-If hair is long it must be tied with a rubber band or hair net and tucked under a cap while in a shop/lab situation.
- MUSTACHES & BEARDS:** Acceptable if neatly trimmed.
- JEWELRY:** Jewelry of any type is not permitted (earrings, body rings, necklaces, etc.)
- SAFETY GLASSES:** Safety glasses required to be worn at all times in all shop/lab areas.

#### STUDENT COMPLAINT/GRIEVANCE PROCEDURE

Please see School Catalog regarding the School of Automotive Machinists Student Complaint/Grievance Procedure.

Schools accredited by the Accrediting Commission of Career Schools and Colleges must have a procedure and operational plan for handling student complaints. If a student does not feel that the school has adequately addressed a complaint or concern, the student may consider contacting the Accrediting Commission. All complaints considered by the Commission must be in written form, with permission from the complainant(s) for the Commission to forward a copy of the complaint to the school for a response. The complainant(s) will be kept informed as to the status of the complaint as well as the final resolution by the Commission. Please direct all inquiries to:

Accrediting Commission of Career Schools and Colleges  
2101 Wilson Blvd., Suite 302  
Arlington, VA 22201  
(703) 247-4212

A copy of the Commission's Complaint Form is available at the school and may be obtained by contacting Linda Massingill, Executive Director.

The information in this supplement is true and correct to the best of my knowledge.

  
Judson Massingill  
Founder/Director of Education