



School Catalog

WyoTech
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WyoTech

Bedford, MA

TABLE OF CONTENTS

Welcome Message	1
Philosophy and Purpose	1
School History	1
Accreditations/Affiliations	2
Faculty & Staff	3
Teaching Facilities and Equipment.....	3
Instructional Support.....	4
Aeronautical Maintenance Technology Program.....	5
Admissions	7
Financial Information	8
Tuition and Fees.....	8
Financial Aid Information	8
Satisfactory Academic Progress.....	10
Academic Standards.....	11
Student Conduct Code	16
Federal Return of Title IV Funds	18
Cancellation & Refund Policy	20
Career Development	21
Student Services	21
Appendix A	
Academic Calendar	

The provisions of this catalog are not to be regarded as an irrevocable contract between the student and the College. The College reserves the right to make and designate the effective date changes in college policies and procedures at any time such changes are considered to be desirable or necessary.

MESSAGE TO OUR STUDENTS

Welcome to WyoTech

As a WyoTech student, you have the potential to join the ranks of an elite crowd, one known and respected worldwide. Upon completion of your training, you will leave WyoTech more confident, more employable, and more valuable to yourself, your family, and your community. All of us have the ability to make choices, and we are thrilled you have chosen us! We look forward to the opportunity to provide you with top-notch training in the field of aviation maintenance. The opportunities available upon graduation are abundant, and the respect you will garner when you tell someone you are an "FAA certified aviation maintenance technician" may shock you. The best part of being a professional is not the money you will earn or the glamour that comes with the profession, but it is knowing you are a craftsman and knowing you can make a difference and a contribution every day, anywhere in the world.

Welcome!

PHILOSOPHY AND PURPOSE

WyoTech is committed to providing a top-notch technical education, providing students with the marketable skills necessary to secure a position in a variety of exceptional career opportunities in aviation and related industries.

The WyoTech philosophy is to provide quality programs that are sound in concept, implemented by a competent and dedicated faculty geared to serving those seeking a solid foundation in knowledge and skills required to obtain employment in their chosen fields. The programs emphasize hands on training, are relevant to employers' needs and focus on areas that offer strong long-term employment opportunities. To offer students the training and skills that will lead to successful employment, the school will:

- Continually evaluate and update educational programs;
- Provide modern facilities and training equipment accepted in the aviation industry;
- Select instructors with professional experience in the vocations they teach; and
- Promote self-discipline and motivation so that students may enjoy success on the job and in society.

SCHOOL HISTORY AND DESCRIPTION

Building On Past Success

On a clear, crisp September day in 1996, John T. Griffin, Sr. stood before a gathered group of students, faculty, family and friends to accept another industry honor. They had just acquired a new building to house its administrative offices, classrooms and a very sizable hangar. The building was being dedicated to Mr. Griffin, a recognized pioneer in aviation history. He was almost ninety, but his commanding presence was just as sharp as it was when he founded what was then known as East Coast Aero Tech (ECAT), in 1932.

Mr. Griffin originally formed the school to teach flying. However, as the fleet of airplanes grew, it became nearly impossible to find mechanics sufficiently skilled in aircraft maintenance. He solved the problem by starting an apprenticeship program for mechanics. The growth of this program paralleled the growth of the flying operation. Planning brought about the decision to devote the teaching activity solely to aviation maintenance technology. With a highly experienced staff in place, and many returning from military service, the reorganized school was dedicated to becoming equal to or better than any school of its type in the country.

Mr. Griffin retired in 1977, and his son, John Jr., succeeded him. The school was acquired by Wentworth Institute of Technology in 1986. On its 60th anniversary in 1992, the school was the recipient of a Northwest Airlines Boeing 727 jet airliner. It also received a United Technologies Pratt & Whitney JT9D High Bypass Turbine Engine that had hung from the wing of a Boeing 747. These generous donations are among many training aids on which our students work.

In March of 1996 new management purchased the school from Wentworth Institute of Technology; then in August of 2003, the school was acquired by Corinthian Colleges, Inc. On July 1, 2004 the school changed names from East Coast Aero Tech to WyoTech. Encouraged by the enthusiastic support throughout the industry, particularly from alumni, and inspired by the leadership of WyoTech's founder, management is firmly committed to the high standards of quality training that make WyoTech preeminent among schools of its type.

ACCREDITATIONS AND AFFILIATIONS

Accreditation

Accredited by the Accrediting Commission of Career Schools and Colleges of Technology (ACC SCT).

Memberships

- Aviation Technician Education Counsel (ATEC)
- Aero Club of New England (ACONE)
- National Aeronautics Association (NAA)
- Professional Aviation Maintenance Association, Inc. (PAMA)
- Massachusetts Association of Student Financial Aid-Administrators (MASFAA)
- Massachusetts Association of Private Career Schools (MAPCS)
- Massachusetts School Counselors Association (MSCA)
- National Association of College Admission Counseling (NACAC)
- New England Association of College Admission Counseling (NEACAC)
- National Association of Financial Aid Administrators (NAFAA)
- New England Association of College Registrars and Admissions Officers (NEACRAO)
- Better Business Bureau (BBB)
- Association of Supervisors and Curriculum Developers (ASCD)
- Department of Veterans Affairs. Approved for Veterans Training
- Associated Industries of Massachusetts

Approvals

- US Department of Transportation-Federal Aviation Administration (FAA), Air Agency Certificate number EC6T068K
- US Department of Education. Approved to participate in the Title IV Financial Aid Programs
- Commonwealth of Massachusetts Department of Education
- Commonwealth of Massachusetts Department of Education and Training

Upon request, an enrolled or prospective student may review copies of the documents describing the institution's accreditation, approval and licensing. Requests should be addressed to the institution's President.

FACULTY & STAFF

Administration

President..... John Buck
 Director of Education..... Raymond Lawless
 Director of Business Administration Jeff Morgan
 Director of Financial Aid Larry Peyser
 Director of Admissions Open
 Director of Career Services Paul Stacy

Faculty Minimum Qualifications

Technical instructors at WyoTech have, at minimum, an Airframe Certificate, a Powerplant Certificate, or an Airframe and Powerplant Certificate with at least three years of related practical experience. In lieu of an Airframe and/or Powerplant Certificate, instructors teaching courses containing general subjects have a bachelor's degree in the specific area being taught.

Instructor	Qualification
Kevin Conant	A & P Certificate
John Graveson	A & P Certificate
David M. Kehoe	A & P Certificate
Raymond Lawless	A & P Certificate
Jeffrey MacPhee	A & P Certificate
Robert Maucieri	A & P Certificate
John McCarthy	A & P Certificate
Donald McLaughlin	A & P Certificate
Shannon McDaniel	A & P Certificate
B. Scott Preston	A & P Certificate
Louis Romano	A & P Certificate
Burton Schriber	A & P Certificate
Philip Shoemaker	A & P Certificate
James Townsend	A & P Certificate
Dallas Hutsell	A & P Certificate
Harry Williams	A & P Certificate
Lee Wilson	A & P Certificate

TEACHING FACILITIES AND EQUIPMENT

WyoTech is housed in a complex of three buildings with a total of 50,000 square feet of space for labs, shops, classrooms and administrative offices. All campus buildings are within easy walking distance of each other with plenty of parking available. The largest of these buildings is the John T. Griffin, Sr. Building named for the school's founder. This building contains the school's administrative offices, bookstore, library, several classrooms, shops and labs. The George W. Thomas Hangar contains shops and labs. The Catherine A. Mayo Building houses classrooms and labs. Classrooms are equipped with modern multi-media teaching aids. Shops and labs are equipped with aircraft and aircraft system mock-ups used to train students in the repair of today's aircraft. Computers for student use are available throughout the school, some with Internet access.

Labs and shops contain reciprocating engines; turbine engines; aircraft landing gear systems; aircraft instrument systems; engine instrument systems; fuel control systems; propellers; aircraft sheet metal; aircraft materials and processes; non destructive inspection and testing; aircraft fuel system; aircraft & engine electricity; aircraft assembly & rigging; composite technology to include Kevlar, graphite and honeycomb structures.

INSTRUCTIONAL SUPPORT

Industry-Focused Education

Instructional support at WyoTech is comprised of FAA approved curriculum, industry-based advisory committees, and training aids. Collectively, they enhance the FAA approved Aeronautical Maintenance Technology training program.

WyoTech maintains a Technical Reference Center that contains technical and maintenance related information on nearly all the aircraft currently in use today by air carriers, as well as many of those in the general aviation industry. WyoTech's curriculum requires that the student become proficient in the use of the Technical Reference Center and in the interpretation of the information contained in the reference volumes and on microfiche.

Advisory Committee

To maintain our commitment to high quality, career-oriented training and the maximum employability of our graduates, WyoTech has established an Advisory Committee. The Advisory Committee is comprised of industry members who formally meet with WyoTech's staff and faculty to assist in making decisions regarding curriculum changes, equipment purchases, and program enrichment. The role of the WyoTech Advisory Committee is to help assure curriculum keeps pace with the latest trends and technologies. Advisory Committee members may include representatives from industry, major corporations, and governmental agencies.

Nondiscrimination Policy

WyoTech does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, marital or veteran status, age, disability or handicap. The School complies with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments Act of 1972; Section 504 of the Rehabilitation Act of 1973; and the Age Discrimination Act of 1975.

Aeronautical Maintenance Technology

Program Total; 65 Weeks, 2100 Clock Hours

The objective of this diploma program is to prepare the student for the Federal Aviation Administration written, oral and practical examinations for the Airframe and Powerplant ratings. The curriculum trains students for employment as FAA certified entry level Aviation Maintenance Technicians with the ability and authority to inspect, maintain, alter and repair aircraft, large or small, jet or propeller driven, in both the airline or general aviation categories; or career opportunities in non-aviation related fields with appropriate technically transferable skills. Possession of the federal certificate is a prerequisite for employment as an Aviation Maintenance Technician.

The program conveys the entire academic and laboratory theory as well as the practical experience required to qualify the student for employment in the aviation industry. The curriculum is approved by the Federal Aviation Administration and compatible subjects are included in each phase. Each school day is devoted to laboratory and practical instruction.

General I: 140 Clock Hours

Lecture Hours **70** Lab Hours **70**

Theory and lab experience in aircraft drawing, applied aviation mathematics, basic physics, and mechanic privileges.

G101 Aircraft Drawing; **G102** Mathematics; **G103** Basic Physics; **G104** Mechanic Privileges

General II: 140 Clock Hours

Lecture Hours **60** Lab Hours **80**

Theory and lab in basic electricity and material/processes. Students study Ohm's Law and related electrical laws. Students solder, safety wire, string electrical harnesses, and become familiar with various measuring instruments. In addition, students are instructed about the various materials and processes that are used in aircraft construction and repair.

G201 Basic Electricity; **G202** Materials/Processes

General III: 140 Clock Hours

Lecture Hours **84** Lab Hours **56**

Theory and lab instruction in Non-Destructive Testing (NDT), maintenance publications, and turbine and reciprocating engines. Students use dye penetrants, magnetic particle inspection, ultrasonic, eddy current inspection and boroscopes.

G301 Nondestructive Testing; **G302** Maintenance Publication; **G303** Intro to Turbine and Reciprocating Engines

Airframe I: 140 Clock Hours

Lecture Hours **60** Lab Hours **80**

Theory and lab in sheet metal and welding. Students study the art of riveting, fastening, bending, forming, cutting, welding, inspect the airworthiness of sheet metal structures, and study metal fatigue and stresses.

A101A Sheet Metal; **A102** Welding

Airframe II: 140 Clock Hours

Lecture Hours **78** Lab Hours **62**

Theory and lab in hydraulic and pneumatic power systems, the construction of fluid lines and fittings, and aircraft landing gear systems. Students work on aircraft that demonstrate how these systems work.

A201A Hydraulic and Pneumatic Power Systems; **A202** Fluid Lines/Fittings; **A203** A/C Landing Gear Systems

Airframe III: 140 Clock Hours

Lecture Hours **75** Lab Hours **65**

Theory and techniques that are used in building and repairing wood structures and aircraft covering. The phase also includes theory and lab in aircraft finishes, cleaning and corrosion protection and repair, and non-metallic structures such as Carbon Fiber, Kevlar and other exotic materials.

A301A Wood Structures; **A302** Aircraft Covering; **A303** Aircraft Finishes; **A304** Non-metallic Structures; **A305** Cleaning/Corrosion

Airframe IV: 140 Clock Hours **Lecture Hours 65 Lab Hours 75**

Theory and lab experience in airframe assembly, rigging, fuel systems, and weight and balance are covered. Students work with an array of special tools and training aids including a single engine airplane and helicopter to complete the instruction.

A401A Assembly/Rigging; **A402** Aircraft Fuel Systems; **A403** Weight Balance

Airframe V: 140 Clock Hours **Lecture Hours 65 Lab Hours 75**

Theory and Lab experience in maintenance forms and records, airframe inspection, cabin atmosphere, and ice and rain Control. Students will perform 100-hour inspections on one of the school's various single or multi-engine aircraft.

A501 Maintenance Forms/Records; **A502** Airframe Inspection; **A503** Cabin Atmosphere; **A504** Ice/Rain Control

Electrical I: 140 Clock Hours **Lecture Hours 69 Lab Hours 71**

Theory and lab including aircraft AC and DC power distribution, lighting systems, and position and warning systems. The phase emphasizes electrical troubleshooting using live electrical system mock-ups.

E101B Aircraft Electrical Systems; **E102** Position/Warning Systems

Prerequisite: General II

Electrical II: 140 Clock Hours **Lecture Hours 86 Lab Hours 54**

Theory and lab instruction concentrating on navigation systems and equipment, communications systems, and aircraft instruments.

E201B Navigation and Communications Systems; **E203** Aircraft Instruments Systems

Prerequisite: Electrical I

Powerplant I: 140 Clock Hours **Lecture Hours 65 Lab Hours 75**

Theory and lab experience in analyzing, troubleshooting, and repairing Ignition and starting systems for reciprocating and turbine powered aircraft engines.

P101 Ignition/Starting Systems

Powerplant II: 140 Clock Hours **Lecture Hours 70 Lab Hours 70**

Theory and lab instruction offered in fuel metering systems, engine fuel systems, induction and air flow systems for turbine and reciprocating engines.

P201 Fuel Metering Systems; **P202** Engine Fuel Systems; **P203** Induction Systems

Powerplant III: 140 Clock Hours **Lecture Hours 84 Lab Hours 56**

Theory and lab experience on how to remove, repair, and install propellers and propeller control systems. Additional theory and lab offered in engine instrument systems and engine fire protection systems.

P301 Engine Instruments; **P302** Propellers; **P303** Engine Fire Protection

Powerplant IV: 140 Clock Hours **Lecture Hours 79 Lab Hours 61**

Theory and lab in reciprocating engines, engine inspection, lubrication systems, engine cooling and exhaust systems, and ground equipment are covered. During the aircraft operation subject, students operate aircraft engines and learn to taxi aircraft.

P401 Reciprocating Engines; **P402** Engine Inspection; **P403** Lube Systems; **P404** Engine Cool/Exhaust Systems; **P405** Ground Operation and Servicing

Powerplant V: 140 Clock Hours **Lecture Hours 70 Lab Hours 70**

Theory and lab offered in turbine engine construction and operation. The student will operate a turbine-powered airplane or helicopter. Additionally, the student will remove and install a turbine engine on an aircraft. Other subjects include theory in auxiliary power units, engine exhaust, thrust reversers and unducted fans.

P501 Turbine Engines; **P502** Unducted Fan; **P503** A P U; **P504** Engine Exhaust and Thrust

ADMISSIONS

Admission Requirements and Procedures

Applicants should apply for admission as soon as possible in order to be officially accepted for a specific start date. To begin the application process, the applicant should write, telephone, or visit the school. In order to begin classroom attendance at WyoTech, an applicant must provide proof of high school graduation or its equivalent.

In order to be admitted to WyoTech, an applicant must:

- 1.) be interviewed and recommended for admission by a school representative,
- 2.) submit an Application for Admission,
- 3.) sign a Student Conduct Code Agreement,
- 4.) sign an Enrollment Agreement and pay a Tuition Deposit,
- 5.) receive an acceptance notification from the school, and
- 6.) provide proof of high school graduation, or its equivalent, prior to the beginning of classroom attendance.

Campus Visits

WyoTech welcomes individual students, family members, counselors and student group field trips to tour the campus. These visits allow a first-hand observation of the facilities, equipment and program resources.

The Admissions Office is open: *Monday-Thursday 8:00 AM to 8:00 PM, Friday 8:00 AM to 5:00 PM, and Saturday by appointment.* Please call 1-800-292-3228 for additional information.

Credit for Prior Training

Applicants transferring from an accredited institution offering similar curriculum or having civil or military experience may apply for credit earned for prior training. In each case, credits will be granted by the Director of Education in accordance with evaluation criteria outlined in the Federal Aviation Regulations (FAR part 147.31). The applicant will be required to take an examination, on which a minimum grade of 80% must be attained. A student must complete at least 50% of program requirements at WyoTech to receive a diploma from WyoTech. If credit for prior training is granted, the student will not be required to take those portions of the curriculum for which qualification has been determined. Tuition will be reduced according to the amount of credit awarded for prior training. All testing for advanced standing must be completed prior to the first day of attendance in the program.

Transferability of Credits to Other Institutions

WyoTech does not guarantee credit transfer in to or out of the school. Transferability is always at the discretion of the receiving school. The Aeronautical Maintenance Technology diploma program is terminal in nature and is intended for the graduate's potential employment upon completion.

FINANCIAL INFORMATION

Fees

Students will be required to pay a refundable tool deposit.

FAA examination fees must be paid prior to administration of the exam.

Tuition Deposit

Applicants must pay a Tuition Deposit at the time of application.

Tuition

Tuition, fees, rent and deposits are the same for in-state and out-of-state students.

Housing Charges

Rent is payable in advance on a monthly basis.

Voluntary Prepayment Plan

The school provides a voluntary prepayment plan to students and their families to help reduce the balance due upon entry. Details are available upon request from the Financial Services Department.

TUITION AND FEES

Tuition:

Academic Year 1 - (1050 clock hours)	\$12,500.00
Academic Year 2 - (1050 clock hours)	\$12,500.00

Total Program	\$25,000.00
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Fees and Expenses:

Tuition Deposit*

* Tuition Deposit is included in Total Program Tuition

FINANCIAL AID

Financial assistance in the form of grants and loans is available to eligible applicants who have the ability and desire to benefit from the specialized training offered at WyoTech.

Student Eligibility

In order to receive financial assistance you must:

1. usually, have financial need;
2. be a U.S. citizen or eligible noncitizen;
3. have a social security number
4. if male, be registered with the Selective Service;
5. if currently attending school, be making satisfactory academic progress;
6. be enrolled as a regular student in any of the school's programs;
7. not be in default on any federally-guaranteed loan.

Applying For Financial Aid

Students seeking financial assistance must first complete the Free Application for Federal Student Aid (FAFSA). The school's financial aid representative uses this form to determine students' needs and assist them in deciding what resources are best suited to their circumstances.

The following is a description of the financial aid programs available at this school. Additional information can be obtained through the Financial Services Department. Information regarding benefits available from the Bureau of Indian Affairs or the Vocational Rehabilitation Program can be obtained through those agencies.

Available Financial Aid Programs

The following are brief descriptions of the financial aid programs available at WyoTech:

Federal Pell Grant

The Federal Pell Grant Program is the largest federal student aid program. For many students, these grants provide a foundation of financial assistance that may be supplemented by other resources. Eligibility for the Federal Pell Grant Program is determined by a standard formula that is revised and approved every year by the federal government. Unlike loans, grants do not have to be paid back.

Subsidized Federal Stafford Loan

A Subsidized Federal Stafford Loan is a low interest loan made by a lender (bank, credit union, or savings and loan association) to students. The Federal government pays the interest during school attendance, for a six-month grace period following school attendance, and during any periods of deferment. Eligibility for a Subsidized Stafford Loan is based on "financial need".

Unsubsidized Federal Stafford Loan

An Unsubsidized Federal Stafford Loan is a low interest loan made by a lender (bank, credit union, or savings and loan association) to students. A student does not have to demonstrate "need" in order to obtain this loan.

Federal Supplemental Educational Opportunity Grant (FSEOG)

Students who are unable to continue their education without additional assistance may qualify for this program. Grants are based on the funds available and do not have to be repaid. Need is determined by the financial resources of the student and parents, and the cost of attending the school.

Federal Parent Loan for Undergraduate Students (FPLUS)

The Federal Parent Loan for Undergraduate Students (FPLUS) provides additional funds to help parents pay for educational expenses. The interest rate for these loans is competitive and the repayment schedules differ. Loan origination fees may be deducted from the loan by the institution making the loan as set forth by government regulations.

Sallie Mae Alternative Loan Program (SLM)

SLM Financial provides a customized loan program to qualified applicants that will offer borrowers financing for their educational costs. All applicants must complete a SLM loan application during their financial aid interview.

Student Tuition Assistance Resource Loan (STAR Loan)

Students who do not qualify for the Sallie Mae Alternative Loan Program may be eligible to borrow up to fifty percent of their tuition costs through the STAR Loan program. The STAR Loan is not available for full tuition financing. Students must have a primary source of tuition funding to be eligible for this plan.

Veteran Educational Assistance Program

WyoTech is approved for the training of eligible Veterans under various U.S. codes. Both VA Education Benefits and Vocational Rehabilitation Benefits are available for qualified students. The Financial Services Department has complete details on the current regulations and can assist Veterans in obtaining their benefits.

SATISFACTORY ACADEMIC PROGRESS

In order to demonstrate satisfactory academic progress toward completion of a program, a student must maintain a specific course grade point average and must progress through the program at a specific minimum pace. Satisfactory academic progress is evaluated at the end of each phase. These standards apply to all regular students.

Required Grades

If, upon completion of a phase, a student has a final grade of less than 70% in any subject area or phase the student will be required to repeat that phase in order to successfully complete the program.

If the student fails to achieve a minimum grade of 70% in any subject area or phase for a second consecutive phase, the student is notified in writing and placed on academic probation. Once placed on academic probation, a student must achieve a minimum grade of 70% in all subjects and phases attempted in order to be returned to good academic standing.

Students failing three consecutive phases are not considered to be making satisfactory academic progress, Title IV funds will be suspended, and they will be withdrawn from the program for up to 180 days before they can re-register and re-apply for financial aid.

Repetitions, Incompletes and Withdrawals

If a student fails a phase, he/she must repeat the phase. When a student repeats a phase, the second grade will be substituted for the first for GPA calculation purposes. Both the failed phase and the repeated phase are counted in the phases attempted. A phase may not be repeated more than twice. A student failing the same phase three times will be withdrawn.

A grade of "I", incomplete, is issued for a phase of instruction in which a student has missed time or work/projects. For phases in which a student receives an incomplete, the incomplete phase is not counted in the grade average but is counted in the phases attempted. An incomplete grade will be replaced by the percentage grade earned when the student completes the missed time and/or work within the required timeframe. If the student fails to complete the missed time and/or work within the required timeframe, a failing grade will be issued for the phase.

A student who withdraws from a phase will be given a grade of "W". This status is not counted in the grade average but is counted in the phases attempted.

Maximum Time Frame

A student must progress toward completion of a program within a specified time frame. A student's completion rate is measured at the end of each phase and the student must complete the program within one and a half times the published program length. In order to be considered satisfactorily progressing toward completion of the program within a specified time frame the student must progress at the following minimum rate:

15 phase program (must be completed in 22 phase attempts):

The student will be evaluated at the end of the 7th phase attempt, and must have successfully completed 4 of those attempts; at the end of the 15th phase attempt, the student must have successfully completed 10 of those attempts; and at the end of the 22nd phase attempt, the student must have successfully completed the entire program.

Attendance in any portion of a phase will be counted as a phase attempted. A student called to immediate active military duty will not have the phase from which he or she withdrew counted as an attempt for purposes of calculating the rate of progress. If, at any time, the school determines the student is unable to graduate from his or her program without exceeding the maximum time frame, the student will be dismissed from the program.

Reinstatement of Aid

Students suspended for lack of satisfactory academic progress may apply for readmission after a six-month waiting period. If accepted for readmission, the student will be enrolled for a probationary grading period. With respect to financial aid, the student must complete the probationary grading period with a minimum grade of 70% before financial aid eligibility will be re-established. This procedure applies only to students suspended for a lack of satisfactory academic progress. It does not apply to voluntary withdrawals.

Appeal Process

Students who wish to appeal the determination that they are not maintaining satisfactory academic progress must submit a letter to the Director of Financial Aid and Director of Education. The letter should describe any circumstances the student feels deserve further consideration. An appeal decision will be made and the student notified. The decision of the Director of Financial Aid and the Director of Education is final.

ACADEMIC STANDARDS

Attendance/Tardiness Policy

Attendance is taken every day in class and the program's hours must be accounted for in order to graduate. Students are expected to be present and on time for all classes and labs. Tardiness is counted on a 15-minute basis toward the missed time amount in each phase. A student is notified in writing and placed on attendance probation when he/she has missed over 10% in any one phase. Missed time in excess of 15% in any one phase shall be cause for students to be withdrawn from the program.

Students who are withdrawn for this reason and wish to continue their training will be required to wait until the beginning of the next phase before they can re-register, re-apply for financial aid, and repeat the phase from which they missed the time.

Make-up Policy

All time and shop projects missed in any subject must be made up. Time and projects can be made up after school, on phase break days and any other time scheduled by the Director of Education. If at the end of the phase students have incomplete work or missed time in any subject area, they will be given a grade of "I", incomplete. All missed time is required to be made up by the end of the subsequent phase. Missed time is measured cumulatively, and time made-up will not remove an absence from a student's record or be credited towards time missed. Missed work is required to be made up within five days of the end of the phase in which it was missed. Extensions of the five-day period for missed projects will be granted at the discretion of the Director of Education for extenuating circumstances. Students who make up time and/or work/projects within the required timeframe will have the grade of "I", incomplete, replaced with a percentage grade. Students who do not make up missed time and work within the specified timeframe will be issued a failing grade for the phase.

Students will be responsible for obtaining material missed from an absence and must show satisfactory mastery of missed material by passing exams that apply to the subject missed. Students who receive a grade of less than 70% or miss a phase exam will have five school days to retake the exam. Exams can be only be retaken once, and retaken exams will receive a maximum grade of 70%.

Definition of a Clock Hour

A clock hour is a period of time consisting of at least 50 minutes of lecture, faculty supervised laboratory, or faculty supervised shop training within a 60 minute period.

Grading System

90-100%	A	W	Withdraw
80-89%	B	I	Incomplete
70-79%	C	Cr	Prior Credit
0-69%	F		

A cumulative grade average of 100% is equivalent to a 4.0 Grade Point Average (GPA), and 70% is equivalent to a 2.0 GPA.

Graduation Requirements

All students must maintain certain standards of academic performance in order to complete the program. These standards refer to acceptable grade levels, satisfactory academic progress in the program, and attendance. In order to graduate, students must have passed all subjects with a 70% or higher grade, be current with all financial obligations to the school, and have attended all program hours. Upon graduation, the student will be awarded a WyoTech diploma in Aeronautical Maintenance Technology and, therefore, will be eligible to take the Federal Aviation Administration's written, oral and practical examinations for Airframe and Powerplant ratings, all of which are administered on campus.

Leaves Of Absence

Occasionally situations arise, such as family tragedies or medical emergencies, making it necessary for students to briefly interrupt their education. Recognizing this, WyoTech permits students to request Leaves of Absence under the following conditions:

1. The student must request the leave in writing, in advance whenever possible, and the request must be signed, dated, and include a reason for the request.
2. The leave(s) must not exceed one hundred (100) calendar days during a 12-month period, excluding scheduled school breaks.
3. The leave must be approved by the Director of Education.

Failure to return from a Leave of Absence will result in official withdrawal.

Effect of Leaves of Absence on Financial Aid Eligibility

Students who have received federal student loans must be made aware that failure to return from an approved leave of absence, depending on the length of the LOA, may have an adverse effect on the students' loan repayment schedules. Federal loan programs provide students with a "grace period" which delays the students' obligation to begin repaying their loan for six months (180 days) from the last date of attendance. If a student takes a lengthy LOA and fails to return to school after its conclusion, some or all of the grace period may be exhausted - forcing the borrower to begin making repayments immediately.

School Schedule/Class Size

The total program consists of 2,100 clock hours, covering a period of approximately 65 weeks for the full time program and 130 weeks for the part time program. The maximum lecture class size is 50 students, and a maximum of 25:1 student to instructor ratio is maintained during any lab/shop component of a phase.

Withdrawal

Notification of intent to officially withdraw from WyoTech must be made to the Registrar's office located at:

WyoTech
150 Hanscom Drive
Bedford, MA 01730

Readmission Policy

Students who wish to re-enroll after a withdrawal must first obtain approval from the Director of Education and the Director of Financial Aid. If approved to re-enroll, the Director of Education will review past school performance to determine how much credit will be granted. Academic Credit may be granted only for phases completed with passing and complete grades. Students re-entering after an approved leave of absence or withdrawn status must make up any and all failing and/or incomplete grades from previously completed phases and make up any previously missed time, within the timeframe allowed. In order to receive credit for classes taken at WyoTech, students who wish to re-enter the program after a withdrawal that exceeds one calendar year must adhere to the policies outlined in the section of this catalog titled "Credit for Prior Training".

All students must make necessary arrangements relative to their student account with the Financial Services Department and Business Office. This will include at a minimum completing a new enrollment agreement. All financial aid paperwork must be completed and approved prior to re-enrollment by the Director of Financial Aid.

Academic, Attendance and Conduct Penalties

1. **Reprimand:** a verbal warning which implies that further violations will result in probation or withdrawal.
2. **Probation:** a written warning, involving a designated period of time which implies that further violations during such time period will result in the student being withdrawn. Further, the student must abide by any specific stipulations prescribed by the probationary action.
3. **Withdrawal:** the immediate withdrawal of the student from WyoTech. Withdrawal notification will be in writing and will include a date after which the student may apply for readmittance.
4. **Dismissal:** the immediate permanent withdrawal of the student from WyoTech. Dismissal notification will be in writing and will indicate that the student will not be considered for readmission.

Student Complaint/Grievance Procedure

A complaint that is academic in nature should first be brought to the attention of the student's phase instructor. If the student does not feel the matter has been properly addressed, the Director of Education may be contacted for further discussion. A complaint that is administrative in nature should be brought to the attention of the appropriate department Director. Unsatisfactorily resolved grievances should be outlined in writing and directed to the School President who will review the matter with the Executive Staff Committee. If the problem remains unresolved, students may contact the Student Help Line at (800) 874- 0255 or studentrelations@cci.edu.

Schools accredited by the Accrediting Commission of Career Schools and Colleges of Technology 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 of Technology, 2101 Wilson Boulevard, 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 the Director of Education.

Arbitration Agreement

The student agrees that any dispute arising from enrollment at the school, no matter how described, pleaded, or styled, shall be resolved by binding arbitration under the Federal Arbitration Act conducted by the American Arbitration Association (“AAA”) under its Commercial Rules. The award rendered by the arbitrator may be entered in any court having jurisdiction. Both the student and the school irrevocably agree that any dispute between them shall be submitted to Arbitration. Neither the student nor the school shall file or maintain any lawsuit in any court against the other, and agree that any suit filed in violation of this agreement shall be dismissed by the court in favor of an arbitration conducted pursuant to this agreement. The costs of the arbitration filing fee, arbitrator’s compensation and facilities fees will be paid by the school, to the extent these fees are greater than a Superior Court filing fee. The arbitrator’s decision shall be set forth in writing and shall set forth the essential findings and conclusions upon which the decision is based. Any remedy available from a court under the law shall be available in the arbitration. Nothing in this agreement prohibits the student from filing a complaint with the state regulatory agency. Students are strongly encouraged, but not required, to utilize the Grievance Procedure described in the catalog prior to filing an arbitration. A student desiring to file an arbitration should first contact the school President, who will provide the student with a copy of the AAA Commercial Rules. A student desiring to file an arbitration should then contact the AAA which will provide the appropriate forms and detailed instructions. The student should bring this form to the AAA. A student may, but need not, be represented by an attorney at the Arbitration. The student acknowledges that they understand both they and the school are irrevocably waiving rights to a trial by jury, and are selecting instead to submit any and all claims to the decision of an arbitrator instead of a court. The student understands that the award of the arbitrator will be binding, and not merely advisory. The student also acknowledges that they may at any time, before or after their admission, obtain a copy of the Rules of the American Arbitration Association, at no cost, from the school President.

Comparative Information

Comparable program information relating to tuition charges and program length may be obtained by contacting the Accrediting Commission of Career Schools and Colleges of Technology, 2101 Wilson Boulevard, Suite 302, Arlington, VA 22201, (703) 247-4212.

Privacy Rights

The Family Educational Rights and Privacy Act (FERPA) is a federal law designed to protect the privacy of a student’s education records. Students have the right to review their records and request changes to any records believed to be inaccurate, approve the release of information in their records, and file a complaint with the U.S. Department of Education if the student believes the School failed to comply with the requirements of FERPA. For additional information regarding FERPA please see the Financial Services Department.

Cancellation of Classes/Course & Program Changes

In the event that school must be cancelled due to weather, or other unforeseen difficulties, a decision will be made to either delay the opening of school for a period of two (2) hours or cancel classes for the day. An announcement will be made on WCVB Channel 5, WHDH channel 7 and WRKO Radio AM/680. This announcement is usually broadcast between 5:30 and 8:30 AM. For out of area students the school's answering service (800-292-3228) can be contacted, if necessary, to determine if classes have been delayed or cancelled.

Graduation Ceremony, Honors, and Awards

Certificates of Honor are awarded to recognize students for attaining high grade point averages during their training at WyoTech.

Any student who meets the established criteria can earn the following awards:

High Honors Award / Dean's List

High Honors Awards are given at graduation to students who achieve a final grade average of 92.5% or higher for the entire program.

Honors Award / Dean's List

Honors Awards are given at graduation to students who achieve a final grade average of 88.5% through 92.4% for the entire program.

Perfect Attendance Award

Perfect Attendance Awards are given to those students who complete the entire program without being tardy or absent.

Outstanding Attendance Award

Outstanding Attendance Awards are given to those students who complete the entire program being absent a total of seven hours, or less.

The Federal Aviation Administration Award

The FAA Award is given at graduation to the student with the highest GPA.

The John T. Griffin, Sr. Award

The John T. Griffin, Sr. Award is given to the member of the graduating class voted by the faculty to be the outstanding all-around graduate.

Graduation Ceremonies

Parents, relatives and friends are invited to attend WyoTech graduation ceremonies. These ceremonies represent the culmination of your training at WyoTech. This is a formal commencement and awards ceremony where graduates are honored for their hard work and academic achievement.

STUDENT CONDUCT CODE

All students are required to adhere to the standards of conduct we believe necessary for a good learning environment. Students we have referred for local housing are expected to conduct themselves in a manner that reflects well on the school. Peer discrimination toward fellow classmates will not be tolerated. Common courtesy is expected toward all faculty, staff and management. Compliance with all school regulations is required. Refusing to comply with school regulations may be cause for disciplinary action up to and including immediate withdrawal from the program. Specific rules of conduct will be posted on school bulletin boards. Each student, while in attendance at WyoTech, is expected to display the highest degree of ethical and professional conduct. All WyoTech employees are allowed to enforce the Conduct Code. The following actions are violations of the Student Conduct Code:

1. **Dishonesty:** willfully or knowingly lying, cheating academically, claiming the work of others or giving any type of false information.
2. **Controlled Substances and Associated Paraphernalia:** the possession, use, sale or distribution of controlled substances and paraphernalia while on WyoTech -controlled property or at any school-sponsored event. You may be subject to prosecution by local law enforcement agencies.
3. **Alcohol:** the possession, consumption, distribution, or being under the influence of alcohol while on WyoTech -controlled property or at any school-sponsored event. You may be subject to prosecution by local law enforcement agencies.
4. **Profanity:** the use of any language or gesture that is offensive and creates an uncomfortable environment.
5. **Theft and Vandalism:** the theft, possession of stolen property, or vandalism of property to include school, housing, customer, staff, resident or other students' property.
6. **Unsafe Conduct:** will observe all EPA/DEQ safety regulations, eye and hearing/ear protection in designated areas; the safety of others, and adhere to the proper use of tools, equipment and motorized vehicles.
7. **Threatening Behavior/Physical Assault:** involvement in hazing, or threatening the physical safety and comfort of others, or display of violence that results in physical contact.
8. **Weapons:** students will not possess, or have in vehicles, firearms, ammunition, explosives, knives (other than small, pocket types) or weapons of any kind on WyoTech -controlled property.
9. **Disorderly Conduct:** behaving in a manner which disturbs the peace of others or disrupts, interferes or prevents a staff member from performing their duties.
10. **Aiding and Abetting:** assisting, encouraging or inciting others in any violation of regulations. This includes the withholding of information.
11. **Sexual Harassment:** any unwelcome action whether physical, verbal, or nonverbal, that is intimidating, hostile or creates an offensive environment.
12. **Sexual Assault:** the use of force or threat of force to engage a person in sexual activities without person's willing consent.
13. **Tobacco Use:** allowed in designated areas only.
14. **Unauthorized Entry:** entering or attempting to break and enter into any locked or unauthorized room, building, storage area, vehicle, computer, or data storage device.
15. **Personal Electronic Devices:** due to the creation of distractions in the training environment, the school has developed guidelines for personal electronics at the facility. Use of personal electronic devices during class or shop activity is prohibited. Personal electronics include the following: pagers, cell-phones, laptop computers, video games or any device that can connect them to the Internet.
16. **Public Displays of Affection:** are not allowed on campus, WyoTech training areas or facilities.
17. **Recreational Activities:** are allowed only in designated areas on campus or WyoTech training facilities during scheduled breaks.
18. **Discrimination:** any verbal or nonverbal discrimination towards any individual or group.

19. **Computer, Internet and Network Use:** use of school computers, internet and networks in a manner that constitutes a violation of the WyoTech Student Conduct Code or local, state and federal law, endangers system integrity, or accesses sites containing inappropriate content.
20. **Gambling:** of any sort is strictly prohibited on WyoTech -controlled property or any school sponsored event.

The Student:

1. Will abide by all school policies, housing rules and regulations.
2. Will abide by all local, state and federal laws.
3. Will assist other students with clean up of shop, lab, classroom and all other areas.
4. Will abide by all conditions of school warnings, probation, evictions or withdrawals.

Appearance Code - The WyoTech Student Appearance Code is established to provide an atmosphere that enhances the professional development of our students, prevents disruption to the learning process, and avoids safety hazards. The following are the minimum standards while at WyoTech facilities.

All WyoTech students will abide by the following:

1. The school uniform shall be worn on campus during school operating hours. Pants shall be worn in an appropriate manner at the natural waistline (above the hips). Clothing must be clean with no holes, tears or frayed edges. No article of clothing shall have pictures, emblems, and/or messages that are lewd, offensive, vulgar, and obscene or might otherwise cause disruption.
2. Students who wish to have a beard must keep it clean and neatly trimmed.
3. Hair shall be kept clean to provide a neat, well-groomed appearance. Students may have long hair provided it is pinned up while the student is participating in shop/lab activities.
4. Jewelry around the neck cannot hang outside of the shirt. Rings, which are limited to a single ring on each hand, and wrist watches may be worn, but must be removed upon request of an instructor or WyoTech administrative personnel. An exception is for a wedding band, which may be worn at all times, with the caution that there are many documented instances of rings causing serious injury. Earrings may be worn but should not dangle. Studs are recommended.
5. Personal cleanliness must be observed and maintained at all times.
6. WyoTech student ID is required to be carried at all times and must be surrendered to a staff or faculty member upon request.
7. A WyoTech uniform shirt and solid color work pants must be worn. The shirt is to be worn buttoned with the exception of the top button/snap. Shirrtails must be tucked into the pants. Sweaters or other shirts, if worn, must be worn underneath the uniform shirt.
8. Full shoes or oxfords with full socks are required. Athletic shoes (i.e. sneakers, tennis shoes, etc.) are allowed, but leather soles or oxfords are recommended. Sandals, open-toe, and/or high-heeled shoes are prohibited.
9. A baseball-style cap, with the bill facing forward, may be worn in WyoTech facilities with the exception of in the classroom. No other headwear may be worn while in WyoTech training facilities.

Safety Procedures

Safety is taught in all shops, laboratories and classrooms. Each shop, piece of equipment, and job has a safety procedure that must be followed carefully. Any student found not observing the safety procedures will be subject to disciplinary action up to and including withdrawal. Safety glasses must be worn in any and all areas where an eye injury hazard exists. The faculty will inform students when conditions require the use of safety glasses. Some shops will require hearing protection.

FEDERAL RETURN OF TITLE IV FUNDS POLICY

This institution is certified by the U.S. Department of Education as an eligible participant in the federal student financial aid (SFA) programs established under the Higher Education Act of 1965, as amended.

To calculate refunds under the Federal Return of Title IV funds policy, institutions must complete two separate calculations. First, the institution must determine how much of the tuition, fees and other institutional charges it is eligible to retain using either the state or institutional refund policy. Then, using the Federal Return of Title IV Funds policy, the institution determines how much federal assistance the student has earned which can be applied to the institutional charges.

If the student received more SFA funds than he or she earned under the Federal Return of Title IV policy, the institution, and in some cases the student, is required to return the unearned funds to the Federal Treasury. Any unpaid balance that remains after the Return of Title IV Funds policy has been applied to the state or institutional policy must be paid by the student to the institution.

All institutions participating in SFA programs are required to use a statutory schedule to determine the amount of SFA funds the student had earned when he or she ceases to attend, which is based on the period of time the student was in attendance.

If a recipient of SFA program assistance withdraws from the institution during a payment period or period of enrollment in which the recipient began attendance, the institution must calculate the amount of SFA program assistance the student did not earn, and those funds must be returned. Up through the 60% point in each payment period or period of enrollment, a pro-rata schedule is used to determine how much SFA program funds the student has earned at the time of withdrawal. After the 60% point in the payment period or period of enrollment, a student has earned 100% of the SFA funds.

The percentage of the payment period or period of enrollment is the total number of calendar days (excluding scheduled breaks of at least five consecutive days) in the payment period or period of enrollment for which the assistance is awarded divided into the number of calendar days (excluding scheduled breaks of at least five consecutive days) completed in that payment period or period of enrollment as of the last date of attendance. Days in which a student was on an approved leave of absence are also excluded in calendar days for the payment period or period of enrollment.

Return of Unearned SFA Program Funds

The institution must return the lesser of the amount of:

- the amount of SFA program funds that the student did not earn, or
- the amount of institutional costs that the student incurred for the payment period or period of enrollment multiplied by the percentage of funds that were not earned.

The student (or parent, if a Federal PLUS loan) must return or repay, as appropriate:

- Any SFA loan funds in accordance with the terms of the loan; and
- The remaining unearned SFA program grant (not to exceed 50% of a grant) as an overpayment of the grant.

(Note: The student (parent) must make satisfactory arrangements with the U.S. Department of Education and/or the institution to repay any outstanding balances owed by the student. However, there are a number of repayment plans that are available to assist the student in meeting repayment obligations. The Financial Aid office will counsel the student in the event that a student repayment obligation exists. The individual might be ineligible to receive additional student financial assistance in the future if the financial obligation(s) are not satisfied.)

Remittance to the Federal Government

If it is determined that a federal refund is due, the statute and the regulations clearly define the order in which remaining federal student financial aid program funds are to be returned. Based on the student's financial aid award(s) (or his/her parents in the case of PLUS Loans) the return of federal funds will be remitted to the appropriate program in the following order:

1. Unsubsidized Federal Stafford Loan Program;
2. Subsidized Stafford Loan Program;
3. Federal PLUS Loan Program;
4. Federal Pell Grant Program;
5. Federal Supplemental Educational Opportunity Grant (FSEOG) Program;
6. Other federal, state, private and/or institutional sources of aid; and
7. The student.

CANCELLATION AND REFUND POLICY

WyoTech

WyoTech adheres to applicable state cancellation and refund requirements.

CANCELLATION POLICY: All notices of cancellation should be in writing, signed and dated, and mailed or delivered to the Admission's Office at WyoTech, 150 Hanscom Drive, Bedford, MA 01730.

The student applicant will be returned all monies paid if:

1. The school rejects the applicant;
2. The student applicant cancels this agreement within five calendar days after signing the agreement and making an initial payment;
3. The student applicant cancels this agreement within three calendar days following a tour of the school and inspection of school equipment;
4. The student applicant cancels this agreement within five business days following attendance at the regularly scheduled school registration day applicable to the first academic year.

REFUND POLICY: Notification of intent to withdraw must be made to the Registrar's Office at WyoTech, 150 Hanscom Drive, Bedford, MA 01730.

A student who withdraws after five days of scheduled class attendance but before or upon completing 75% of the program will receive a refund in accordance with the following Massachusetts Policy (as per M.G.L.C.255 Sec. 13K):

1. You may terminate this agreement at any time.
2. If you terminate this agreement within five days you will receive a refund of all monies paid, provided that you have not commenced the program.
3. If you subsequently terminate this agreement prior to the commencement of the program, you will receive a refund of all monies paid, less the actual reasonable administrative costs described in paragraph 7.
4. If you terminate this agreement during the first quarter of the program, you will receive a refund of at least seventy-five per cent of the tuition, less the actual reasonable administrative costs described in paragraph 7.
5. If you terminate this agreement during the second quarter of the program, you will receive a refund of at least fifty per cent of the tuition, less the actual reasonable administrative costs described in paragraph 7.
6. If you terminate this agreement during the third quarter of the program, you will receive a refund of at least twenty-five per cent of the tuition, less the actual reasonable administrative costs described in paragraph 7.
7. If you terminate this agreement after the initial five day period, you will be responsible for actual reasonable administrative costs incurred by the school to enroll you and to process your application, which administrative costs shall not exceed fifty dollars or five percent of the contract price, whichever is less. A list of such administrative costs is attached hereto and made a part of this agreement.
8. If you wish to terminate this agreement, you must inform the school in writing of your termination, which will become effective on the day such writing is mailed.
9. The school is not obligated to provide any refund if you terminate this agreement during the fourth quarter of the program.

The percent of time attended is based on the number of clock hours of attendance compared to the number of clock hours in the program. Official withdrawal, for refund computation purposes, is the last clock hour of recorded attendance.

SPECIAL REFUND CIRCUMSTANCES: In case of prolonged illness or accident, death in the family, or other circumstances that make it impractical to complete an academic year, the school will make a settlement that is reasonable and fair to all parties.

PAYMENT OF REFUNDS: Refunds due to the student will be paid within 30 days of the date of determination of withdrawal.

FEDERAL RETURN OF TITLE IV FUNDS POLICY: Please refer to the catalog section titled “Federal Return of Title IV Funds Policy” or see the Financial Services department for further detail that may affect the return of federal funds.

ADMINISTRATIVE COSTS: Administrative costs are equal to \$0.

CAREER DEVELOPMENT

The primary goal of the program is to prepare and to assist students in furthering their careers in Aeronautical Maintenance Technology or in a related field of technology. Toward that end, WyoTech maintains an active Career Services Office that offers continuing placement assistance to all graduates at no cost. We do this in a number of ways. We offer sessions to help students and alumni prepare resumes, search for employment opportunities, and sharpen their interviewing skills.

We are constantly in touch with prospective employers, many of whom have been drawing on our pool of graduates for many years. Students who are preparing for interviews often interview right at WyoTech, as many companies host on campus recruitment days.

Students also attend scheduled trips to interview on site at recruiting companies’ headquarters and get a first hand glimpse of company facilities and operations. When an employer prefers to meet candidates on site, we are happy to refer potential applicants and to work out the details. If, on the other hand, a meeting can be more conveniently held at our campus, we will gladly provide the space to assist an employer in interviewing, hiring, and processing applicants. In addition, we offer a variety of on and off-campus recruiting events with a variety of companies which have local, regional, national and international reach.

STUDENT SERVICES

WyoTech Staff Assistance

The interest and welfare of students are of great importance to the faculty and staff. Capable personnel are available to advise, guide and assist students during their education at WyoTech. The staff is prepared to help students with issues involving academics, study habits, and motivation. WyoTech staff members are available to help students obtain financial assistance, assist with housing needs, arrange for transportation and assist with finding part time jobs while in training.

Disabled Student Services

Academic accommodations, tutorial assistance and testing accommodations are available to students with documented disabilities. Students who have questions or who want to request available disabilities services should contact the Director of Education.

Housing and Commuting Assistance Program

WyoTech provides housing for single students. Housing units are designed to accommodate four students and are equipped with some furnishings, cooking facilities and bathroom facilities.

Staff personnel assist students in their daily commute by arranging car-pooling groups. This allows a number of students who live in neighboring towns to "team up" to reduce the cost of traveling to and from school. Car pools also offer an opportunity for social interaction with other students, innovative study time and encourage student camaraderie.

Technical Resource Center

WyoTech maintains a Technical Reference Center that contain technical and maintenance related information on nearly all the aircraft currently in use today by air carriers, as well as many of those in the general aviation industry. WyoTech's curriculum requires that the student become proficient in the use of the Technical Reference Center and in the interpretation of the information contained in the reference volumes and on microfiche.

Tutoring

WyoTech instructors and student peers provide tutoring outside of regularly scheduled classes for students requiring after school assistance with particular subjects..

Appendix A

CLASS SCHEDULE AND ACADEMIC CALENDAR

Day classes are held Monday through Friday, from 7:30 AM to 3:00 PM, and night classes are held Monday through Friday, from 4:30 PM to 11:40 PM.

Phase Break / No Classes - Class 303 Graduates July 2
Summer Break July 5 to July 9
Phase Start July 12

Phase Break / No Classes August 9
Phase Start August 10

Labor Day / No Classes September 6
Phase Break / No Classes - Class 503 Graduates September 8
Phase Start September 9

Phase Break / No Classes October 7
Phase Start October 8
Columbus Day / No Classes October 11

Phase Break / No Classes - Class 703 Graduates November 9
Veteran's Day / No Classes November 11
Phase Start November 10
Thanksgiving Break / No Classes November 25 & 26

Phase Break / No Classes December 10
Phase Start December 13
Winter Break December 24 to December 31

CLASSES RESUME ON MONDAY, JANUARY 3, 2005

Statement of Ownership

ECAT Acquisition Corporation dba WyoTech is owned by Titan Schools, Inc., which in turn is a wholly owned subsidiary of Corinthian Colleges, Inc., a publicly traded corporation. All corporate offices are located at 6 Hutton Centre Drive, Suite 400, Santa Ana, California 92707.

Officers:

David G. Moore	Chairman of the Board and Chief Executive Officer
Timothy Schutz	President and Chief Operating Officer
Dennis N. Beal	Executive Vice President, Chief Financial Officer and Treasurer
Dennis L. Devereux	Executive Vice President, Administrative Services and Assistant Secretary
Stan A. Mortensen	Senior Vice President, General Counsel and Corporate Secretary


Directors:

David G. Moore
Dennis L. Devereux

The contents of this catalog and of other school bulletins, publications, or announcements are subject to change without notice.

Certification Of Accuracy

As of the date of publication, the information in this catalog is true and correct to the best of my knowledge.



John Buck, President

WyoTech
150 Hanscom Drive
Bedford, MA 07130
(800) 292-3228