ADDENDUM

This addendum revises MIAT College of Technology Catalog, Volume 61 dated June 12, 2015
Effective: October 22, 2015

Volume 61
Admissions

Admission Requirements and Procedures

Persons interested in obtaining additional information about MIAT College of Technology and its program offerings should contact MIAT College of Technology to speak with an Admissions Representative. Admissions Representatives will provide general information about MIAT College of Technology and based on this discussion will determine if the prospective student should be scheduled for a Student Interest and Motivation Assessment (SIMA). During the SIMA, Admissions Representatives will explain admissions requirements, review program information, career opportunities, employment assistance, educational costs and conduct a tour of the facilities. In the event a SIMA is conducted offsite, a tour of the facilities is required prior to starting training. All prospective students interested in attending MIAT College of Technology must participate in a SIMA with an Admissions Representative. After meeting with an Admissions Representative, prospective students interested in applying to MIAT College of Technology must complete an Application for Consideration and any additional required documentation to begin the application process as well as submit a $25 application fee. All Applications for Consideration will be accompanied by an Admissions Representative’s recommendation to the Admissions Committee detailing the applicant’s strengths and potential challenges as it relates to successfully completing the selected training program and/or obtaining meaningful employment upon graduation. The applicant will then, with the assistance and guidance of MIAT College of Technology support personnel, begin the post-application process. Admissions requirements include proof of high school graduation, academic evaluation, and background evaluations.

The following admissions requirements will be reviewed by the Admissions Committee prior to enrollment:

Proof of Graduation

Applicants must provide documentation of high school graduation or its equivalent. Satisfactory documentation includes, but is not limited to:

a. Copy of the high school diploma or equivalent, such as a General Equivalency Diploma (GED)
b. Copy of a high school or college transcript indicating high school graduation status
c. Copy of form DD-214 indicating graduation status
d. Copy of a letter indicating graduation status and graduation date from an appropriate school or state official

All documentation must be in English or have been translated to English by a recognized translator. Admissions documentation for students from foreign countries must be translated and certified to be at least equivalent to a U.S. high school diploma.

Academic Evaluation

Applicants must complete an academic evaluation recognized by MIAT College of Technology. The evaluation offered on campus is the Career Programs Assessment Test (CPAt), the Wonderlic Scholastic Level Exam (SLE), and the Office Proficiency Assessment and Certification (OPAC). MIAT College of Technology also recognizes the American College Testing (ACT) scores provided the results are within three years of the date of application.

a. Wonderlic SLE minimum acceptable score for the Aviation Maintenance Technology-AAS, Airframe and Powerplant Technician program, Global Logistics and Dispatch program and Aircraft Dispatch program is 15.

Wonderlic SLE minimum acceptable score for the Energy Technology-AAS, Energy and Industrial Technician program, Wind Power Technician program and HVACR Technician program is 14.

Wonderlic SLE minimum acceptable score for the Continuing Education in Non-Destructive Testing – Ultrasonic courses is 14.

b. SAT minimum acceptable score is 375 in Math and 350 in reading.

c. ACT minimum acceptable score is 16 in Reading and 17 in Math.

d. CPAt minimum acceptable score is a composite score of 142 and a score of 45 in the Numerical Skills section.

e. OPAC minimum acceptable score for the Global Logistics and Dispatch program or Aircraft Dispatch program is 60%.

Based on extenuating circumstances, the Campus President, Vice President of Education or Director of Training may waive the minimum standards of the Wonderlic SLE, SAT, ACT, CPAt or OPAC upon presentation of acceptable documentation demonstrating that the applicant has the ability to successfully complete the training program.
6 Admissions

All courses are taught in English, therefore, applicants must be able to speak, read, write and understand English. Applicants for whom English is a second language may be required to demonstrate English communication skills by way of the Test of English as a Foreign Language (TOEFL) exam or other acceptable documentation of ability to read, write and understand the English language.

Background Evaluation

All applicants are required to complete an authorization and disclosure form permitting MIAT College of Technology to conduct a secure background evaluation. These evaluations are conducted to identify potential employment limitations and advise applicants prior to investing in the training. This also helps to ensure the safety of our current student population, staff and faculty. Background evaluations include, but are not limited to:

a. Social security number verification
b. Driving record verification
c. Sexual and/or violent misconduct
d. Use of alias’s
e. State and national criminal history

MIAT College of Technology reserves the right to deny or rescind admission based on criminal and/or motor vehicle records that contain one or more convictions for serious criminal and/or motor vehicle offenses. Additionally, MIAT College of Technology reserves the right to deny or rescind admission based on incomplete or falsification of information. Information obtained may be only as accurate as the state and national information on file and may occasionally contain discrepancies. Therefore, prior to starting the background evaluation, applicants are required to read a summary of their rights according to the Fair Credit Reporting Act which will include information on how to dispute any discrepancies indicated in the information provided by state and federal agencies in the completed background evaluation.

These requirements listed above will determine acceptance or denial/rescission to MIAT College of Technology and is defined as:

1. **Accepted:** Applicant has met or exceeded all admissions requirements.

2. **Denied/Rescinded:** Applicants who fail to provide required documentation and/or achieve admissions requirements as detailed above. Applicants who have their admission denied or rescinded will be provided formal notification as to the reason(s) why and afforded an opportunity to appeal the denial decision. All appeals should be addressed to the MIAT College of Technology School Review Board, 2955 South Haggerty Road, Canton MI, 48188 and will be reviewed by the Admissions Review Board to determine whether the applicant has taken the necessary steps to meet the admissions requirement and/or be granted a waiver.

Admission to MIAT College of Technology is on a space-available basis. To be eligible for enrollment, the applicant must execute an Enrollment Agreement and been accepted.

Age Requirements

An applicant may begin training beforehand, but must have reached the age of 18 prior to the completion of their program. **Aircraft Dispatch Program:** An applicant must have reached the age of 21 prior to taking the prescribed FAA tests for the Aircraft Dispatch Certificate. To receive a Federal Aviation Administration Aircraft Dispatch Certificate, an applicant must be at least 23 years of age.

Vaccine Policy

The MIAT College of Technology does not require a student to have vaccinations to attend classes.

Admission of Disabled Students

MIAT College of Technology does not discriminate against persons with disabilities who can satisfy the MIAT College of Technology admission requirements and recognizes such person’s right to participate in or benefit from the educational programs offered by MIAT College of Technology. When necessary, MIAT College of Technology will make reasonable accommodations to enable students to participate in the programs offered by MIAT.

If an applicant or current student has a disability that might require an accommodation, written notice must be given to MIAT College of Technology so that the disability can be evaluated and reasonable methods for accommodating the
disability can be investigated and developed. While MIAT College of Technology will make an effort to accommodate all disabilities, certain disabilities may not be capable of a reasonable accommodation.

Applicants for admission should notify their admissions representative of their disability and immediately schedule a meeting with the Campus President or Director of Training. The Campus President will assist them in having their disability evaluated and in determining what reasonable accommodations can be made to enable them to participate in the programs offered by MIAT College of Technology. Some accommodations may take time to implement, and thus, applicants must give MIAT College of Technology notice of their disability sufficiently in advance of their selected start date to enable MIAT College of Technology to provide a timely accommodation. If MIAT College of Technology does not receive sufficient advance noticed of a disability, the applicant’s start date may be delayed.

Students who have been attending classes and subsequently need to have a disability accommodated must notify the Director of Training at MIAT College of Technology and schedule a meeting with the Campus President. The Campus President will assist them in having their disability evaluated and in determining what reasonable accommodations can be made to enable them to continue to participate in the programs offered by MIAT College of Technology. Some accommodations take time to implement, and thus, students must give MIAT College of Technology notice sufficiently in advance of the date when an accommodation needs to be made to enable MIAT College of Technology to make an accommodation that will meet the student’s needs and avoid the interruption of their participation in a program.

MIAT College of Technology has certain facilities and services available to enable disabled individuals who are otherwise qualified for admission to MIAT College of Technology to participate in MIAT College of Technology’s educational programs. The facilities physical accommodations for disabled students include, but are not limited to: disabled student parking, wheelchair ramps for access to the facility, accessibility for disabled students to classrooms, laboratories, the Learning Resource Center, student break rooms, restrooms and support services areas at MIAT College of Technology. If the campus has multiple floors either an elevator is available or classes will be taught in floors accessible by disabled students or some other accommodations will be made.

A student who is unsatisfied with the determination made by MIAT College of Technology for reasonable accommodations and has been unable to resolve the issue through an informal discussion with the Director of Training and/or Campus President, has the right to appeal the decision. The following steps should be followed to complete the appeal process and file a formal complaint:

The complaint must be submitted in person, by US mail or by fax to the President of MIAT College of Technology. Complaints may not be submitted by e-mail. The appeal must be submitted within ten (10) days of the receipt of the decision. The submission must include:

1. Student's name, address, e-mail and phone number
2. Date of the complaint
3. A full description of the problem
4. A full description of the efforts that have been made to resolve the issue informally
5. A statement of the remedy requested.

The President of MIAT College of Technology will review all pertinent information and may meet with the parties involved. A decision will be made within fourteen (14) days of receipt of the appeal. The President’s decision is final.

Any of the above stated deadlines may be extended for good cause. The request for extension must also be provided in writing.

Transfer and Comparable Credit Policy

Transfer credit

Transfer credit is defined as credit for previous training from accredited or certificated educational institutions. Credit granted will be based upon the presentation of a certified signed transcript of subject hours and satisfactory grades. Credit can only be granted provided the subjects are similar in content to those offered at MIAT College of Technology. Granting of credit is at the sole discretion of MIAT College of Technology. Students must complete at least 25% of their program in residency at MIAT College of Technology, the institution awarding the certificate or degree. The remaining 75% of the program may be transfer credit.

Comparable credit

Comparable credit is defined as credit awarded for demonstrated relevant college-level education acquired through non-traditional schooling, work or other life experiences. See the Comparable Credit Handbook for additional policies and procedures for the granting of comparable credit, available from the training department.
Credits Accepted by MIAT College of Technology

For the awarding of transfer credit or comparable credit MIAT College of Technology reserves the right to administer an evaluation to the student to determine competency of the information or to ensure that the competencies reasonably align with the course work and program into which the credit is to be transferred.

Transferability of credits to other institutions

MIAT College of Technology provides information on schools that may accept MIAT College of Technology’s course credits towards their programs. However, MIAT College of Technology does not guarantee transferability of credits to any other college, university or educational institution. It should not be assumed that any courses or programs described in this catalog can be transferred to another educational institution.

The decision of whether an educational institution will accept transfer credits is made at the sole discretion of the “accepting institution.” Accordingly, MIAT College of Technology does not make any representation that credits from MIAT College of Technology will be transferable to any non-affiliated college or educational institution, nor is any representative of MIAT College of Technology authorized to make any such representation or promise of transferability.

The student is advised that MIAT College of Technology accepts no responsibility if credits earned at MIAT College of Technology will not transfer to another educational institution. It is the student’s responsibility to confirm whether or not credits will be accepted by another educational institution of the student’s choice.
Student Finance

The primary goal of the Student Finance department is to assist students whom, without financial aid, might not be able to attend school.

Several financial aid sources are available to qualified applicants. Interested applicants should contact the Student Finance department early so a financial plan can be developed. MIAT’s Student Finance department will provide the following information:

- available financial assistance including information on all federal, state and institutional financial aid programs
- the deadline for submitting applications for each of the financial aid programs available
- details regarding cost of attendance and refund policy
- the criteria used to select financial aid recipients
- the formula to determine financial need
- the resources considered in calculation of need
- the amount of financial need that is met

Determining Financial Need

A student’s financial need is used to determine what financial aid a student may be eligible to receive under the financial aid programs administered by the United States Department of Education (USDE). Financial need is the difference between the cost of attendance (as defined by the regulations governing the financial aid program), less the financial resources available to the student. The cost of attendance includes tuition and fees, and may include other costs such as books, supplies, room and board, personal expenses, transportation and related expenses of the student’s dependents, if any. Financial resources may include parent contributions, if the student is a dependent; applicant and spouse earnings, if the student is married; public assistance, savings, or other assets and taxable and non-taxable sources of income.

All Title IV financial aid awards are made for one academic year or less. The amount of financial aid a student is eligible to receive can change each academic year. To continue eligibility for Title IV financial aid, a student must submit all required financial aid documents each academic year, continue to demonstrate financial need, and:

1. Remain in good standing with MIAT College of Technology
2. Maintain Satisfactory Academic Progress (“SAP”), and
3. Not have a drug-related criminal conviction which renders them ineligible.

Cost of Attendance/Eligibility Amount

The USDE has established a formula to calculate the amount of Title IV financial aid a student is eligible to receive. A student’s Title IV financial aid may not exceed the “cost of attendance” as defined by applicable Title IV regulations. The information contained in the Free Application for Federal Student Aid (FAFSA) will be used to make this calculation. MIAT College of Technology will provide the student with a preliminary estimate of the Title IV financial aid the student may be eligible to receive. This preliminary estimate will be based on the information provided to MIAT College of Technology by the student or the student’s parent. MIAT College of Technology cannot guarantee that the estimates provided will be the amount the student is ultimately determined to be eligible to receive. The failure of the student or the student’s parent to provide any required or requested information necessary to make an application for or to receive financial aid could prevent the student from receiving such financial aid. The amount of financial aid a student is eligible to receive can change each academic or financial aid award year. MIAT College of Technology makes no guarantee of the amount of financial aid a student will receive, if any. The determination of whether a student is eligible to receive and the amount of such aid, if any, a student may receive is made by the USDE and MIAT College of Technology does not have any influence over that determination.

Types of Financial Aid

The following are the types of financial aid available to those who qualify:

FEDERAL PELL GRANT

This grant is designed to help the need based students. Federal Pell Grants are awarded by the USDE to undergraduate students who have not earned a bachelor or professional degree. The amount of the grant is determined by a standard formula and calculated by the USDE. The amount of the grant available to the student, if any, will depend on the Expected Family Contribution (“EFC”) and the cost of attendance.
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FEDERAL SUBSIDIZED DIRECT LOAN
Federal Subsidized Loans are low interest loans that are made to eligible students by the Department of Education. The Subsidized Loan is awarded based on financial need. Interest charges are not incurred for amounts borrowed under the Subsidized Loan Program until the student enters their “repayment period,” which, as a general rule, begins six months after the student leaves school.

FEDERAL UNSUBSIDIZED DIRECT LOAN
Federal Unsubsidized Loans are loans made to eligible students by the Department of Education. The term “unsubsidized” means that interest expense is incurred from the time disbursements are made under the loan, even though no payments are due until the student enters the repayment period. The student may choose to pay the interest while in school or have the accrued interest added to the loan balance.

FEDERAL DIRECT PLUS LOAN
Federal PLUS Loans are available to parents of dependent students to help pay for the educational expenses of the student. Federal PLUS loans are not based on need, but when combined with other financial resources, cannot exceed the student’s cost of attendance. Repayment begins within 60 days of the final loan disbursement, unless the parent qualifies for and is granted a deferment by the Department of Education. Interest begins to accrue when disbursements are made.

- There is an origination fee charged on the loan amount at a rate determined by the regulations.
- The yearly limit on a Federal PLUS Loan is equal to the student’s cost of attendance minus any other financial aid received or financial resources available.
- The parent must pass a credit check to qualify for a Federal PLUS Loan.

VETERAN BENEFITS
MIAT College of Technology is approved for the training of VA eligible students. Information regarding applications for veteran’s benefits may be obtained in the Student Finance Office or from the Department of Veterans Affairs website at www.va.gov. Approval of a student’s eligibility to receive any veteran benefits is within the sole discretion of the Veterans Administration and MIAT College of Technology has no ability to influence such determinations.

OTHER FINANCIAL AID PROGRAMS
Students may also, if eligible, receive financial aid from various other state agencies, federal agencies, community scholarships, and organizations. These include, but are not limited to: the Bureau of Indian Affairs, Vocational Rehabilitation and Michigan Works. MIAT College of Technology may be able to provide additional information about these financial aid programs. Students should thoroughly investigate the availability of other sources of financial aid or assistance and should not rely upon MIAT College of Technology as being their sole source of all information regarding the availability of such programs, if any.

SCHOLARSHIP PROGRAMS
MIAT College of Technology participates with many organizations offering scholarship resources for those who qualify. Details are available in Career Services department.

MIAT HIGH SCHOOL SCHOLARSHIP PROGRAM
MIAT College of Technology makes one renewable scholarship available to every high school in the United States for graduating high school seniors who begin MIAT College of Technology in the fall of each year.

Aviation Program Scholarship Award
High school seniors interested in enrolling in an Aviation program at MIAT may apply for a $1,500 scholarship, awarded at $500 for the first academic year and renewable for the second and third academic years provided the applicant meets or exceeds all of MIAT’s professionalism, academic and attendance policies as outlined in the academic catalog.

Energy Program Scholarship Award
High school seniors interested in enrolling in an Energy program at MIAT may apply for a $1,000 scholarship, awarded at $500 for the first academic year and renewable for the second quarter provided the applicant meets or exceeds all of MIAT’s professionalism, academic and attendance policies as outlined in the academic catalog.

Global Logistics and Dispatch Scholarship Award
High school seniors interested in enrolling in MIAT’s Global Logistics and Dispatch program may apply for a $500 scholarship, awarded at $500 for the first academic year provided the applicant meets or exceeds all of MIAT’s professionalism, academic and attendance policies as outlined in the academic catalog.

HVACR Program Scholarship Award
High school seniors interested in enrolling in MIAT’s HVACR program may apply for a $500 scholarship, awarded at $500 for the first academic year provided the applicant meets or exceeds all of MIAT’s professionalism, academic and attendance policies as outlined in the academic catalog.

MIAT College of Technology will provide the high school counselors with a list of all the applicants with completed scholarship applications from their respective high school and ask the counselors to determine the recipient of the scholarship. For any counselor that requests not to make the determination of the recipient, MIAT College of Technology may be able to provide additional information about these financial aid programs. Students should thoroughly investigate the availability of other sources of financial aid or assistance and should not rely upon MIAT College of Technology as being their sole source of all information regarding the availability of such programs, if any.
Technology will assemble an Independent Scholarship Committee to review applications and determine the recipient. This scholarship award will be applied towards the tuition of each recipient.

**IMAGINE AMERICA – High School Scholarship**
Imagine America High School Scholarship is a scholarship program administered by the Imagine America Foundation. Imagine America offers one (1) $1,000 scholarships to every participating high school. Aviation maintenance students that earn this scholarship are awarded $333 for the first academic year and renewable for the second and third academic years. Energy Technology students that earn this scholarship are awarded $500 for the first academic year and renewable for the second academic year. This scholarship is awarded if the applicant meets or exceeds all of the college's professionalism, academic and attendance policies as outlined in the academic catalog. High school students may contact their high school counselor for more information on this program or may obtain an application online at www.imagine-america.org.

**Code of Conduct (HEOA)**
The Higher Education Opportunity Act (HEOA) added to MIAT College of Technology's Program Participation Agreement with the Department of Education a requirement that an institution participating in a Title IV loan program must develop, publish, administer and enforce a code of conduct concerning any type of loan given to a student. The code of conduct applies to the officers, employees and agents of MIAT College of Technology and is as follows:

1. MIAT College of Technology has, and always has had, a ban on revenue-sharing arrangements with any lender. The HEOA defines “revenue-sharing arrangement” as any arrangement between an institution and a lender under which the lender makes Title IV loans to students attending the institution (or to the families of those students), the institution recommends the lender or the loan products of the lender and, in exchange, the lender pays a fee or provides other material benefits, including revenue or profit sharing to the institution or to its officers, employees or agents;

2. MIAT College of Technology has, and always has had a ban on employees of the financial aid office receiving gifts from a lender, guaranty agency or loan servicer. No officer or employee of an institution's financial aid office (or an employee or agent who otherwise has responsibilities with respect to educational loans) may solicit or accept any gift from a lender, guarantor, or servicer of education loans. A “gift” is defined as any gratuity, favor, discount, entertainment, hospitality, loan, or other item having monetary value of more than a de minimus amount. However, a gift does not include (1) a brochure, workshop, or training using standard materials relating to a loan, default aversion, or financial literacy, such as a brochure, workshop or training; (2) food, training, or informational material provided as part of a training session designed to improve the service of a lender, guarantor, or servicer if the training contributes to the professional development of the institution's officer, employee or agent; (3) favorable terms and benefits on an education loan provided to a student employed by the institution if those terms and benefits are comparable to those provided to all students at the institution; (4) entrance and exit counseling as long as the institution's staff are in control of the counseling and the counseling does not promote the services of a specific lender; (5) philanthropic contributions from a lender, guarantor, or servicer that are unrelated to education loans or any contribution that is not made in exchange for advantage related to education loans, and; (6) State education grants, scholarships, or financial aid funds administered by or on behalf of a State;

3. MIAT College of Technology has, and always has had a ban on contracting arrangements. No officer or employee of an institution's financial aid office (or employee or agent who otherwise has responsibilities with respect to education loans) may accept from a lender, or an affiliate of any lender, any fee, payment, or other financial benefit as compensation for any type of consulting arrangement or contract to provide services to or on behalf of a lender relating to education loans.

4. MIAT College of Technology has, and always has had a prohibition against steering borrowers to particular lenders or delaying loan certifications. For any first-time borrower, an institution may not assign, through the award packaging or other methods, the borrower's loan to a particular lender. In addition, the institution may not refuse to certify, or delay the certification, of any loan based on the borrower's selection of a particular lender or guaranty agency.
5. MIAT College of Technology has, and always has had a prohibition on offers of funds for private loans. An institution may not request or accept from any lender any offer of funds for private loans, including funds for an opportunity pool loan, to students in exchange for providing concessions or promises to the lender for a specific number of Title IV loans made, insured, or guaranteed, a specified loan volume, or a preferred lender arrangement. An “opportunity pool loan” is defined as a private education loan made by a lender to a student (or the student’s family) that involves a payment by the institution to the lender for extending credit to the student.

6. MIAT College of Technology has, and always has had a ban on staffing assistance. An institution may not request or accept from any lender any assistance with call center staffing or financial aid office staffing, except that a lender may provide professional development training, educational counseling materials (as long as the materials identify the lender that assisted in preparing the materials), or staffing services on a short-term, nonrecurring basis during emergencies or disasters.

7. MIAT College of Technology has, and always has had a ban on advisory board compensation. An employee of an institution’s financial aid office (or employee who otherwise has responsibilities with respect to education loans or financial aid) who serves on an advisory board, commission, or group established by a lender or guarantor (or a group of lenders or guarantors) is prohibited from receiving anything of value from the lender, guarantor, or group, except for reimbursement for reasonable expenses incurred by the employee for serving on the board.

8. MIAT College of Technology has, and always has had a ban for dealing with borrowers, which prohibit the school from assigning a first time borrower’s loan to a particular lender; or refusing to certify, or delaying certification of, any loan based on the borrowers choice of a lender and/or guarantor.

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Tuition, Fees, Books and Supplies

* A student's tuition rate and fees will remain unchanged provided the student maintains continuous attendance.

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<th>ASSOCIATE DEGREE PROGRAMS</th>
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**Tuition, Fees, Books and Supplies**

* A student's tuition rate and fees will remain unchanged provided the student maintains continuous attendance.

### CERTIFICATE PROGRAMS

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<th>Course</th>
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<td>Est Training Supplies $86</td>
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<tr>
<td></td>
<td></td>
<td>Graduation Fee $35</td>
</tr>
<tr>
<td></td>
<td>$298 per Quarter Credit Hour</td>
<td>Total Program Cost: $18,965</td>
</tr>
<tr>
<td>Global Logistics and Dispatch</td>
<td>$9,273</td>
<td>Application Fee $25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Registration Fee $250</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Drug Testing Fee $55</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lab Fee $504</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Est Book Cost $900</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Est Training Supplies $99</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Graduation Fee $35</td>
</tr>
<tr>
<td></td>
<td>$213 per Quarter Credit Hour</td>
<td>Total Program Cost: $11,231</td>
</tr>
<tr>
<td>HVACR Technician</td>
<td>$16,016</td>
<td>Application Fee $25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Registration Fee $250</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Drug Testing Fee $55</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lab Fee $864</td>
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<tr>
<td></td>
<td></td>
<td>Est Tool Cost $640</td>
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<tr>
<td></td>
<td></td>
<td>Est Book Cost $240</td>
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<tr>
<td></td>
<td></td>
<td>Est Training Supplies $210</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Graduation Fee $35</td>
</tr>
<tr>
<td></td>
<td>$279 per Quarter Credit Hour</td>
<td>Total Program Cost: $18,335</td>
</tr>
</tbody>
</table>
Tuition, Fees, Books and Supplies

* A student’s tuition rate and fees will remain unchanged provided the student maintains continuous attendance.

CERTIFICATE PROGRAMS (continued)

<table>
<thead>
<tr>
<th>Program</th>
<th>Tuition*</th>
<th>Additional Costs/Fees*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wind Power Technician</td>
<td>$12,612</td>
<td>Application Fee $25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Registration Fee $250</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Drug Testing Fee $55</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lab Fee $964</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Est Book Cost $590</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Est Training Supplies $86</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Graduation Fee $35</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Program Cost: $14,617</td>
</tr>
<tr>
<td>$297 per Quarter Credit Hour</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

CONTINUING EDUCATION COURSES

Continuing Education courses are not eligible for Title IV Funds

<table>
<thead>
<tr>
<th>Course</th>
<th>Tuition*</th>
<th>Application Fee $25</th>
</tr>
</thead>
<tbody>
<tr>
<td>NDT - Ultrasonic</td>
<td>$2,500</td>
<td>Materials and Fees $50</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Program Cost: $2,575</td>
</tr>
</tbody>
</table>

Third Party Exam Fees

<table>
<thead>
<tr>
<th>Program</th>
<th>Exams</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aviation Maintenance Technology Airframe and Powerplant Technician</td>
<td>General, Airframe and Powerplant: Written, Oral and Practical</td>
<td>Up to $1,050</td>
</tr>
<tr>
<td>Energy Technology Energy and Industrial Technician</td>
<td>NIULPE and Energy Industry Fundamentals</td>
<td>Up to $110</td>
</tr>
<tr>
<td>HVACR Technician</td>
<td>EPA 608 Certification, Universal R-410A and NATE Core</td>
<td>Up to $170</td>
</tr>
</tbody>
</table>

Third Party Exam Fees

MIAT College of Technology will fund the cost of third party professional licensing exam fees up to the specified maximum amount outlined in the above chart. All exam fees are non-refundable. All third party professional licensing exams must be completed within 120 calendar days from the date of a student’s last regularly scheduled block or quarter

Student’s failing to complete all exams within the 120 calendar day period will be personally responsible for any and all fees incurred for any exam taken after the 120 calendar days.

Make-Up

Make-up hours are charged at the rate of $6.00 per hour for any make-up time required for FAA programs.

Other Expenses

Students may purchase books, tools and training supplies from MIAT College of Technology or any other vendor. It is the student’s responsibility to have all books, tools and training supplies as needed for training. Students who provide their own tools and/or training supplies must schedule an appointment with the Director of Training prior to completion of their initial course to verify the tools and/or training supplies meet industry standards.

Refund Policy

Any applicant or student may cancel their enrollment by notifying MIAT College of Technology at any time prior to or during training. Notification should be in writing. Additionally:

1. If an applicant provides written notification to the school within three (3) days of the date of signing the Enrollment Agreement that he/she does not intend...
**Third Party Exam Fees**

MIAT College of Technology will fund the cost of third party professional licensing exam fees up to the specified maximum amount outlined in the above chart. All exam fees are non-refundable. All third party professional licensing exams must be completed within 120 calendar days from the date of a student’s last regularly scheduled block or quarter.

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---

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**Refund Policy**

Any applicant or student may cancel their enrollment by notifying MIAT College of Technology at any time prior to or during training. Notification should be in writing. Additionally:

1. If an applicant provides written notification to the school within three (3) days of the date of signing the Enrollment Agreement that he/she does not intend
17 Student Finance

to enter school, all monies paid will be refunded within thirty (30) days of that notification.

2. An applicant who cancels their enrollment more than three (3) days after the date of signing the Enrollment Agreement but before starting classes, will receive a refund within thirty (30) days of all monies paid with the exception of the application fee.

3. If an applicant is denied admission to the school for any reason, all monies paid by the applicant will be refunded within thirty (30) days of the denial.

4. Applicants who have not visited the school facility prior to enrollment will have the opportunity to withdraw without penalty within three (3) days following either attendance at a regularly scheduled orientation or following a tour of the school facilities and inspection of equipment. Any monies paid will be refunded within thirty (30) days.

5. Once a student has started classes, refunds will be made to the student or private assistance program(s) within thirty (30) days from the date of determination of the last day of attendance or to Title IV Federal Student Aid programs, as identified below, within forty-five (45) days from the date of determination of the last day of attendance.

6. In cases where a student does not return from an approved leave of absence, refunds will be made using the documented date of the student’s expected return to school from that leave of absence. Refunds will be made to the student or private assistance program(s) within thirty (30) days from the date that the student was expected to return to school and to Title IV Federal Student Aid programs, as identified below, within forty-five (45) days from the date of determination of the student’s expected return to school.

Quarter Refund Policy

Refunds for any student who withdraws from MIAT College of Technology before the end of any quarter are determined in accordance with the following refund policies:

- A student who officially withdraws during the first calendar week of the quarter is responsible for 25% of the tuition and fees for that quarter.
- A student who officially withdraws during the second calendar week of the quarter is responsible for 50% of the tuition and fees for that quarter.
- A student who officially withdraws during the third calendar week of the quarter is responsible for 75% of the tuition and fees for that quarter.
- A student who officially withdraws during the fourth calendar week or thereafter is NOT entitled to a refund of tuition or fees for that quarter.
- Application fee is NON-REFUNDABLE after the start of the program.

Tools and books delivered to the student become the property and responsibility of the student. Tools and books are not returnable or refundable once received by the student.

Clock Hour Refund Policy

Any clock hour student who is withdrawn, suspended or terminated from school at any time after starting classes may have a financial obligation to the school for a pro-rated cost of tuition and fees charged and any books or tools received. This charge is based on the hours attended as determined by their last date of attendance and as detailed below.

If the last date of attendance is during the first 60% of the payment period, which is 450 hours, the school will refund a pro-rata amount of the tuition and fees as follows:

<table>
<thead>
<tr>
<th>Payment Period Remaining</th>
<th>Refunds Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-99.9%</td>
<td>90%</td>
</tr>
<tr>
<td>80-89.9%</td>
<td>80%</td>
</tr>
<tr>
<td>70-79.9%</td>
<td>70%</td>
</tr>
<tr>
<td>60-69.9%</td>
<td>60%</td>
</tr>
<tr>
<td>50-59.9%</td>
<td>50%</td>
</tr>
<tr>
<td>40-49.9%</td>
<td>40%</td>
</tr>
<tr>
<td>0-39.9%</td>
<td>0%</td>
</tr>
</tbody>
</table>

Tools and books delivered to the student become the property and responsibility of the student. Tools and books are not returnable or refundable once received by the student.

Indiana students who matriculate at MIAT College of Technology will be governed by the State of Michigan refund policy as printed above.

Return of Non-Title IV Funds

After the Institutional Policy has been applied, any excess non-title IV funds will be returned to the student or the appropriate agency within 30 days of the date of determination.
Return of Federal Title IV Funds

All MIAT College of Technology students receiving Federal Title IV grants and loans who withdraw will be subject to calculation of earned funds up through the 60% point in the quarter or payment period for clock hour programs. All unearned Title IV grants and loans will be returned to the appropriate program (Pell Grant, Direct Subsidized and Unsubsidized Loans and Plus Loans). If the withdrawal occurs after the 60% point in the quarter, or payment period then the percentage of aid earned is 100%.

Students must be aware if they withdraw from their program the school must calculate the required R2T4 Federal refund policy and the student may owe the school for charges that may have been previously covered by Federal Financial Aid.

Allocations of any Title IV refunds, in accordance with federal regulations, shall be made in the following order: Federal Direct Unsubsidized loan, Federal Direct Subsidized loan, Federal Plus loan, Federal Pell Grant, Private Assistance and then the student.

Per Federal regulations all Title IV refunds must be returned to the originator within forty-five (45) days of the student’s withdrawal date.

If a student withdraws from school at or before the 60% point the student may have a BALANCE DUE to the school.

If a student withdraws from school after the 60% point and is eligible for a Title IV disbursement but withdraws before the disbursement is posted to their account, the student will be notified by MIAT that they are eligible for a post-withdrawal disbursement. The student then has the opportunity to accept or decline the post-withdrawal disbursement.

Quarter Programs

To calculate the amount of Title IV funds not earned by a quarter student, the school must determine the last date of attendance. If a student withdraws before the 60% point (day specific), the school will calculate the percentage of financial aid NOT earned by the student and return the funds to the appropriate program.

Example: Ten week Quarter = 70 calendar days 60% point = 42 calendar days

Clock Hour Programs

The amount of Title IV funds received and the number of hours attended and or scheduled in a payment period (450 hours) determine the amount of funds earned. The Federal formula requires that the school determine the percentage of Title IV funds earned by using the following formula.

\[ \text{Amount Earned} = \frac{\text{Hours scheduled}^*}{\text{Hours in Payment Period}} \]

*up to and including the last day of attendance

Amount Earned = hours scheduled up to and including the last date of attendance divided by hours in the payment period. If this amount is 60% or more, 100% of the funds received are earned. If this amount is less than 60% of the scheduled hours, than a refund calculation shall occur.

Example: A student with scheduled hours of 175 up to and including the last date of attendance in a normal payment period of 450 hours would divide 175 by 450 = 38.9%. The amount earned percentage of aid then becomes 38.9%. Title IV funds that were received by the student were $1,272.64 in a subsidized loan, $1,760.25 in an unsubsidized loan, and $2,000.00 in a Pell Grant. Total received aid of $5,032.89 x 38.9% = $1,957.79 earned aid and $3,075.10 unearned aid. The school must determine the amount of institutional charges unearned by subtracting the percentage earned 38.9% from 100% = 61.1% and multiplying this percentage by the charges for the payment period. Example rate $196.00 per credit hour x 34.5 Credit Hours = $6,762.00 plus registration fee $250.00 (first term only) and shop fees charged to date $180.00 Total $7,192.00 X 61.1% = unearned $4,394.31. After both amounts are calculated, the school must refund the lesser of the unearned Title IV or the unearned institutional charges. In this example, the school would refund $3,075.10 in Title IV Aid. The school would also refund 60% of tuition and fees $4,315.20 from the students account card. A student is only required to return 50% of the unearned grant aid that is the responsibility of the student to repay.

Cost of Education

The Cost of Education will include direct expenses such as tuition, fee, books and supplies. There are also indirect costs such as room and board, transportation and personal expenses.

The following national standardized budgets reflect the estimated indirect costs associated with the courses offered at MIAT College of Technology. You may find your expenses differ, but these standard budgets should assist you with planning. Figures are shown at a cost per month.

<table>
<thead>
<tr>
<th>Living</th>
<th>Room/Board</th>
<th>Transportation</th>
<th>Personal Expenses*</th>
<th>Indirect Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>At Home</td>
<td>$437</td>
<td>$193</td>
<td>$225</td>
<td>$855</td>
</tr>
<tr>
<td>Away from Home</td>
<td>$875</td>
<td>$193</td>
<td>$225</td>
<td>$1,293</td>
</tr>
</tbody>
</table>

*i.e. clothing, laundry, personal care, recreation
Management

Charles A. Hawes, Chief Executive Officer
Board Member of MIAT College of Technology, Inc. J.D., M.A., University of Toledo; B.A. Ohio State University; L.M.M. Taxation, New York University, Former President of Stautzenberger College, Toledo, Ohio. Former President of Management, Employment and Training Services (METS), Toledo, Ohio. Over thirty years of experience in education and administration.

Chris A. Pipesh, Vice President of Education

Catherine A. Vorst, Chief Financial Officer
B.S. Business Administration from University of Phoenix-Tucson. A.A.B. with a major in accounting from Owens Community College-Toledo. Over thirty-two years of experience in business, accounting and administration. Over sixteen years of experience in career education.

Peter Kostiuk, Director of Strategic Development
M.B.A., University of Chicago. B.A. Economics, Vanderbilt University. CFA Charterholder. Over seven years of financial, strategic, and operational analysis experience related to the security, defense, consumer, and education industries.

Amy Kienast, Director of Career Services
B.S. Education, University of Wisconsin-Oshkosh. Professional in Human Resources (PHR) certification. Certified Global Career Development Facilitator (GCDF). Thirteen years of experience in post-secondary career education covering networking, recruiting, business-education relations, career search skills, business development and workforce planning. Vice President of the Aviation Technician Education Council (ATEC),

Shuhdi Alrishood, Program Coordinator - HVACR
B.S.C. Agricultural Machinery, University of Basra, Iraq. Certificate in Climate Control Technology, Northwestern Technological Institute. Over four years’ experience in HVAC field with a concentration in the commercial environment. Licensed EPA 609 (Automotive Air Conditioning) and EPA 608 (Universal, Refrigerant).

Perry Bottke, Program Coordinator - GLD

Larry Gaul, Assistant Director High School Admissions
B.S. Public Relations/Marketing, Northern Michigan University. Over ten years’ experience in admissions for post-secondary education.

Kamal Hanzara, Assistant Director of Training

William Hughes, Hangar Manager

Mary E. Ladd, Training Administration Manager
B.B.A. Management and Marketing, Davenport University (Ike: Detroit College of Business); A.A.S. General Studies, Schoolcraft College. Over five years’ experience in the administration for the training department at MIAT. Over twenty-five years’ experience as an executive level assistant.

Susan Martinz, Regulatory and Testing Administrator/Title IX Coordinator
Certificate, Accounting: Business Administration, Stautzenberger College. Over thirty years’ experience in career education. Twenty years’ experience in computer operations and information systems.

Neal Perkins Jr., Assistant Director of Training/Lead Faculty-Aviation Maintenance Technology-AAS

Richard Rau, Assistant Hangar Manager
Shawn Smith, Assistant Director Admissions-Canton
B.S. Business Management, University of Utah. Over ten years of sales experience in a variety of industries including education in both staff and management capacities.

Jason Todd, Program Coordinator - Energy
A.A.S in Energy Technology from MIAT College of Technology. Five years’ experience as a field technician for Siemens Power Generation and six years’ experience as a machine operator.

Kailey Wudyka, Director of Student Finance
A.B.A Macomb Community College. Currently pursuing Bachelor of Business Administration in Management at Walsh College. Extensive experience in financial aid, default prevention, and customer service. Experience in operations management, post-secondary education, and veteran’s educational benefits. Background includes: Student Finance/Financial Aid Officer, Default Prevention Specialist, Assistant Manager, and Customer Service Coordinator.
Faculty

Lonnie Allgood

Holly Arnold
A.A.S. Aviation Maintenance Technology, MIAT College of Technology. FAA Airframe and Powerplant Technician Certificate. Two years’ experience as an Aircraft Support Mechanic with Delta Airlines and four years’ experience as an aviation lab assistant instructor at MIAT College of Technology.

Terry Barkley
M.A English, Central Michigan University. B.S. Speech, Northern Michigan University. Ten year’s teaching experience in aviation maintenance and quality control.

Brian Beerbower

David Bottenhorn Jr.

David Bindis

Randy Church
M.A.E. Curriculum and Instruction, University of Phoenix, B.S. Technology, Eastern Michigan University, A.A.S. Industrial Electronics Technology, Ferris State University. Thirty years of experience as an Engineering Technician and Field Representative in the power equipment relay test area for a major electrical utility in the power industry, five years of experience as a Product Development Engineer serving in a design team building, designing testing and/or installing natural gas turbine and reciprocating engine driven generator packages. Three years of experience as a Supervisor in the Engineering Department of a major electrical utility in the power industry.

Neil Criteser
M.B.A. Project Management, Grantham University. B.S. Business Administration, Hawaii Pacific University. Three years with Siemens Energy as a Service Site Supervisor (FSE/Operations Manager), as a Service Site Lead at “Top of the World Wind Farm” in Wyoming and as a Level 7 Turbine Technician.

Timothy Colley
A.A.S. Electronics, Ohio Institute of Technology. Mechanical Inspector license, State of Michigan; Plan Reviewer license, State of Michigan; Mechanical Contractor license, State of Michigan; Universal Refrigerant Technician license. Thirty years’ experience in HVACR industry as an Instrument Control Technician, Mechanical Inspector and as an owner/operator of a heating and cooling business.

Fred Crim
A.A.S. Aviation Maintenance Technology, Lansing Community College. FAA Airframe and Powerplant Technician Certificate. Twelve years of experience on cargo and major airline aircraft. Worked five years at United Airlines. Training includes United Airlines composite, sheetmetal, turbine engine blade bending, and ETOPS.

John Crowley
A.A.S. Aviation Maintenance Technology, Purdue University. FAA Airframe and Powerplant Technician Certificate. Experience on various corporate aircraft such as Lear 35, Kingair C-90, Gulfstream II,III,IV, Cessna Citation II and III, Sikorsky S-76A and Sabreliner 60 Series; along with line maintenance and avionics on DC-8 for Cargo operations.

Alice Earl
M.S. Organizational Leadership, Mercy College. B.S. Organizational Management, Mercy College. A.S. Registered Nurse, Iona College. Fifteen years’ post-secondary teaching experience in leading diverse teams, managerial behavior, business ethics, science technology and society, psychology of communication and integrative project management.

Mark Eby

Richard Ernest

Monique Ferranto-Joyner
M.A. in Sociology, emphasis in teaching from California State University, Bakersfield. B.A. in Sociology – minor in Black Studies from California State University, Bakersfield. Three years teaching experience at post-secondary level in discipline of Sociology.
Thomas Foley
B.S. in Aviation Maintenance Management, Lewis University. FAA Airframe and Powerplant Technician Certificate, Inspection Authorization. Private Pilot License. Twenty-seven years of aviation experience with airframe accessories, inspection and maintenance on various general aviation piston/turbine engine aircraft. Fifteen years of experience in airframe repair station and FBO management as an Aircraft Maintenance Manager, General Manager, Quality Control Manager and Shift Supervisor.

Michael Goldenberg

Neil Haynes
B.S. Mathematics, University of San Francisco. Twenty-two years of experience in electronics, mathematics, and physics, including working in plastics testing labs and an optic lab. Three years serving in the U.S. Army as a fire control instrument repairman.

Jeffery Hope

Joseph Hopkins
M.A. Mathematics from Western Michigan University. B.S. Applied Mathematics from Western Michigan University. Five years’ teaching/tutoring experience at post-secondary level in Mathematics.

David Howe

Kelli Kapp-Heifner

Steven Lorber
M.S. Environmental Health Science, University of Michigan. M.S. Radiological Health, Wayne State University. A.B. Business, Wayne State University. Twenty-eight years’ teaching experience at post-secondary level in the areas of environmental science, environmental ethics, life science, nutrition, radiation physics, math and biology.

Hank Markison

Terrance Mathes

Sara Mierzwiak
M.A. Geography, University of Toledo. M.S. Geology, University of Toledo. B.S. Geology, University of Toledo, A.A.S. Chemical Technology, University of Toledo. Three years’ teaching experience at post-secondary level in course on Climate Change.

Patricia Mullen

Robert Powell
M.S., Environmental Science, University of Oklahoma. B.S. Zoology, University of Oklahoma. Extensive professional experience and expertise in soil, air, subsurface and aquatic environmental media and their interfaces: geochemistry, analytical chemistry, contaminant transport, fate, remediation, project and permit management, and environmental health and safety.

Brandon Segur
Philip Tacher
A.A.S. in Engineering from Henry Ford Community College. Over sixteen years' experience in mechanical engineering and commercial heating, ventilation, air conditioning and refrigeration. Additional training from Stationary Engineers Education Center.

Kenneth Towers

Craig D. Vassel

Anthony Wade
A.A.S., Sienna Heights, Diploma, Power Technology, Michigan Institute of Aviation and Technology. Honorable discharge in the U.S. Marine Corps (top secret clearance). Currently pursuing degree from Sienna Heights University. Over thirteen years of technical and supervisory experience to include troubleshooting, researching and implementing corrective actions. Field experience conducting inspections and inventory management. Foreman and technician experience in U.S. Wind Industry to include travel throughout the U.S. and South America. Certified, Syntech Safety Solutions, Fall Protection and Rescue Instructor Development-Wind Turbine.

Frank Zielinski

Josef Zugschwert
Administrative Staff

Admissions

Ghosoun Almaliky  Housing Referral Program Coordinator
Riquele Barranger  Admissions Representative
Christopher Davis  Admissions Representative
Adrienne Ontiveroz  Admissions Representative - National
Chris Jackson  Senior High School Admission Representative
David Morrison  High School Admissions Representative
Amy Harding  High School Admissions Representative
James Reeder  High School Admissions Representative

Bookkeeping

Tina Hays  Accounting Manager/HR Coordinator
Hayley Wallen  Bookkeeper
Vita Wolfe  Bookkeeper

Career Services

Jennifer Cooper  Employment Advisor
Amanda Polger  Employment Advisor
Helen Lawton  Employment Advisor

Facilities and Equipment

Benedict Abela  Facilities/Maintenance
Richard Goodwin  Special Projects Coordinator
Pete Herroon  Equipment Restoration
Don Will  Tool Crib Coordinator

Information Technology

David Bozynski  Social Media Coordinator
Andrew McKelvey  IT Administrator

Reception

Brianna Ladd  Administrative Support Coordinator
Joselyn Vargas  Administrative Support Coordinator

Regulatory Compliance

Nancy Hoffman  Title IV Compliance/Senior Student Finance Officer
Mary Ladd  Accreditation Compliance Specialist/Executive Administrative Assistant
Sue Martinez  Regulatory and Testing Administrator/Title IX Coordinator

Student Finance

Richard Aldrich  Student Finance Officer
Kristen Gessner  Student Finance Officer
Emily Wallace  Student Finance Coordinator
Ben Yager  Student Finance Officer
Lynn Roberts  Default Prevention Specialist
Student Records

Jessica Pieknik  Student Records
Rebecca Susterka  Enrollment Coordinator

Training

Deron Johnson  Retention Specialist

Veteran and Workforce Services

Jared Otto  Veteran and Workforce Services Coordinator