

CATALOG ADDENDUM



2545 E. 11<sup>th</sup> Street, Tulsa, OK 74104  
To Catalog Number 50, Effective 11/1/2023

**PROGRAMS**

Effective for all students starting after 1/1/2024, the HVE140 (Smart Home Technology & Advanced Wiring) course in the Electrical Applications program listed on pages 18-19 will now be HVE145 (Emerging Electrical Applications). The lecture hours, lab hours, total hours, and semester credit hours will remain the same. In addition, due to formatting issues, the HVE120 and HVE130 courses in the Electrical Applications program were listed as 3.5 credits instead of the correct 4.0 credits.

Effective for all students starting after 5/1/2024, the Professional Welder 18-Week program version referenced in the School Catalog has been revised to the 16-Week version. The schedule has been revised and is listed below.

Professional Welder (16-Week)	Days	Begin	Break 1	Lunch	Break 2	End
	Monday-Friday	7:30AM	9:20AM-9:35AM	12:30PM-1:00PM	2:50PM-3:05PM	6:00PM

Effective 7/1/2024, the Electrical Applications program will be changed to the Electrical Technologies program. In addition, two additional course name changes will take effect. The HVE150 (Motors and Lighting Practices) will be HVE 155 (Motors, Lighting & PLC), while HVE160 will change to HVE165, but keep the same course name.

**ACADEMIC CALENDAR**

The Class Schedules, listed on page 39 of the School Catalog, has been revised slightly as listed below.

Tulsa Programs	Morning (M-F)	Afternoon (M-F)	Evening (M-F)
Professional Welder	7:30am-12:30pm	1:00pm-6:00pm	6:30pm-11:30pm
Electrical Applications	7:30am-12:30pm	1:00pm-6:00pm	6:30pm-11:30pm
Electro-Mechanical Technologies	7:30am-12:30pm	1:00pm-6:00pm	6:30pm-11:30pm
Refrigeration Technologies	7:30am-12:30pm	1:00pm-6:00pm	6:30pm-11:30pm
Associate of Occupational Studies in Welding Technology	7:30am-12:30pm (M-Th)	1:00pm-6:00pm (M-Th)	6:30pm-11:30pm (M-Th)

The Student Holiday Schedule listed on pages 49-50 of the School Catalog has been revised as listed below.

**Electrical Applications, Electro-Mechanical Technologies, and Refrigeration Technologies only:**

Spring Break (4/2/2025 – 4/15/2025)

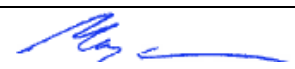
The start and graduation dates listed on pages 44-45 for the Tulsa campus have been revised for the programs for all students with scheduled start dates listed below.

Start Dates	Graduation Dates			
	Professional Welder (16-Week)	Electrical Applications	Electro-Mechanical Technologies	Refrigeration Technologies
7/15/2024	10/30/2024		5/12/2025	
8/1/2024			5/12/2025	
8/29/2024			2/5/2025	
9/27/2024		5/12/2025	7/10/2025	5/12/2025
10/25/2024		6/10/2025	8/7/2025	6/10/2025
11/18/2024	3/19/2025			
12/2/2024		7/10/2025	9/5/2025	7/10/2025
3/24/2025	7/9/2025			
7/14/2025	10/29/2025			

**CATALOG NUMBER**

Please note that the catalog number inadvertently reverted to the previous version number and the correct catalog number is 50.

The information contained in this Catalog Addendum is true and correct to the best of my knowledge.

  
Mary Kelly, President & CEO

## GRADES & GRADING SYSTEM

The school has revised the definition of the Incomplete (INC) grade currently listed in the School Catalog on Pages 56 & 69. The new definition is listed below.

Letter(s)	Term	Grade Point Value	Description
<b>INC</b>	Incomplete	0	This is used when a student has not completed all requirements for a course of training in their educational program. It will revert to a failing grade if missing assignments and/or tests are not successfully completed within three school days after the end of the course.

### ADD/DROP PERIOD

Due to the scheduling differences in the weekday programs compared to the weekend programs, the school has made a slight revision to the timing of the add/drop period. The previous policy on page 54 of the School Catalog stated that students who attend three out of the first five scheduled class days are considered active students. The new policy states that students will be considered active after attending 15 scheduled school hours; however, the enrollment will be cancelled if the student does not attend at least three of the first five scheduled school days.

### ATTENDANCE AND MAKE-UP HOURS POLICY

The policy listed on pages 64-66 in the School Catalog has been revised slightly in one section (page 65). The revised verbiage is listed below. If a student is absent for 10 consecutive school days, or more than 20% of the scheduled time for the program, whichever is less, the student's enrollment in the program will be terminated.

### FINANCIAL INFORMATION

Effective 5/1/2024, the Tuition & Charges as listed on pages 34-35 of the School Catalog will be as listed below. Students who enroll on or after 5/1/2024 will be charged as indicated below for the applicable program.

Program Name:	Professional Welder*	AOS in Welding Technology** (Upper Division Courses Only)	Electrical Applications	Refrigeration Technologies	Electro-Mechanical Technologies
Tuition:	\$18,700	\$17,500	\$17,400	\$17,400	\$21,000
Technology Fee:	500	500	500	500	500
Lab Fees:	2,000	1,400	2,000	2,000	2,000
Course Materials/Textbooks:	350	2,900	1,700	1,000	1,600
Gear Package:	1,800	600	1,800	1,800	1,800
Accident Insurance:	300	300	100	100	100
<b>Total Program Cost:</b>	<b>\$23,650</b>	<b>\$23,200</b>	<b>\$23,500</b>	<b>\$22,800</b>	<b>\$27,000</b>

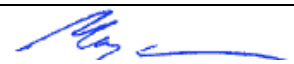
#### Military Pricing Structure

Program	Military Tuition Pricing	Fees	Total Program Cost
Professional Welder*	\$16,830	\$4,950	\$21,780
AOS in Welding Technology** (Upper Division Courses Only)	\$15,750	\$5,700	\$21,450
Electrical Applications	\$15,660	\$6,100	\$21,760
Refrigeration Technologies	\$15,660	\$5,400	\$21,060
Electro-Mechanical Technologies	\$18,900	\$6,000	\$24,900

\*16-Week Professional Welder program version is not eligible for Title IV funding due to the definition of the Academic Year.

\*\*Professional Welder program must be completed prior to enrolling into AOSWT program.

The information contained in this Catalog Addendum is true and correct to the best of my knowledge.

  
 Mary Kelly, President & CEO