



John Lopez Welding School

School Catalog

Supplying the growing need for competent welders by developing individuals with employable industry skills

PURPOSE

John Lopez Welding School trains students who are seeking to excel in the welding profession. Our objective is to teach students actual job practices used in today's welding industry. All courses include booth instruction, lecture, practice and final exam.

Training at John Lopez Welding School may be completed in ten weeks (Approximately 420 hours) covering welding and fabrication.

CONTACT INFORMATION

Address:	2925 Mosasco Street, Unit B Bakersfield, CA 93312
Phone:	(661)588-3525
Fax:	(661)588-3526
E-mail:	info@jlweldingschool.com
Web Site:	http://www.jlweldingschool.com

COURSES CONSIST OF

- Job safety
- Cutting and beveling, manual and machine
- Test procedures
- Plate welding, all positions
- Pipe welding, various positions and metals
- Basic pipe fitting and
- Blue print reading

This Catalog is valid for the period April 27, 2010 through April 1, 2011

ENTRANCE REQUIREMENTS

Entrance in our training program is open to almost any prospective student with a desire to learn how to weld. Each person is accepted only if, in the school's opinion, such individual has the possibility of success in the chosen objective.

ENROLLMENT POLICY

The school has an open entry policy. Since our courses are designed hourly and are primarily on a one-on-one basis, students may enter on any day at any time during the year.

LANGUAGE PROFICIENCY

At John Lopez Welding School we offer instruction in both English and Spanish. Basic conversational skills along with understanding of construction site safety and instruction terminology is expected. We require no documentation of proficiency in either language. Although we can teach our courses entirely in Spanish, we do put an emphasis on the understanding of basic safety and job site communication in English. This is done to make our students more employable, but most importantly keep them safe while on the job.

INSTRUCTIONAL FACILITIES

The school's physical address is 2925 Mosasco Street, Bakersfield, California 93312. The school consists of 5000 square feet of classrooms and offices on one floor specifically designed as a welding school. There are two administrative offices, a separate classroom, a common instruction area, a large workshop and seventeen welding booths for individual instruction, with teaching equipment sufficient to meet educational needs. Two restrooms are located off of the main corridor. Maximum capacity for the school is nineteen students on each shift, day and night. Three basic courses; Basic Plate Welding, Pipe Welding and TIG/MIG Welding can be filled in any combination at the fourteen stations

CLASS HOURS

7:00AM-3:30PM

OR

4:00PM-8:00PM

(when available)

SAMPLE INSTRUCTIONAL SCHEDULE

Training is offered on Mondays, Tuesdays, Wednesdays, Thursdays, and Fridays.

Class periods meet on the following schedule:

Class Hours:	7:00 a.m. - 3:30 p.m.
Break:	9:00 a.m. - 9:15 a.m.
Lab:	10:00 a.m. - 11:30 a.m.
Lunch:	11:30 a.m. - 12:00 noon
Lecture/Discussion:	12:30 p.m. - 1:30 p.m.

Net instructional hours are 8 clock hours per day, 5 days per week, 40 clock hours per week, for 4 weeks, for a total training period of 160 clock hours.

School is closed for the following holidays and/or vacation time: Presidents' Day, Independence Day, Memorial Day, Good Friday, Labor Day, Thanksgiving, the Friday after Thanksgiving and two weeks for Christmas and New Year's.

Upon successful completion of these courses, students will be prepared to test for journeyman level welding.

- Courses designed with real job practices and skills to be successful in the field of welding
- Training students through a simplified and concentrated approach
- Available job placement assistance with local and out of town contractors
- Classes available in Spanish
- Subsidized funding may be available to those who qualify.

ADMISSIONS POLICIES

Since John Lopez Welding School measures its period of attendance in clock hours rather than credit hours, credits earned at other institutions are not accepted. There are no articulation or transfer agreements with any other colleges or universities. However, on an individual basis, prospective students with experience in welding are evaluated for advanced placement. This may result in fewer clock hours of training and lower fees accordingly.

To be considered for admission the prospective student must possess a high school diploma or its equivalent. Otherwise the applicant shall successfully take an independently administered examination from the list of examinations prescribed by the United States Department of Education pursuant to Section 484(d) of the federal Higher Education Act of 1965 (20 U.S.C. Sec. 1070a et seq.) as it is, from time to time, amended. The student may not enroll unless the student achieves a score, as specified by the United States Department of Education, demonstrating that the student may benefit from the education and training being offered.

General Welding

(Ten and one-half weeks, approximately 420 hours)

Cost: \$15,000.00

Course Description:

General Welding covers the three individual courses listed below: Basic Plate, Pipe Welding, and Gas Tungsten / MIG Welding. All three courses could be taken for a certificate in General Welding or each course could be taken individually if the student only needs to focus on one course.

The following pages break down the three modules individually. The General Welding class is the combination of all three.

Basic Plate Welding

(Four weeks, approximately 160 hours)

Cost: \$5000.00
(*\$250.00 per day*)

Course Description:

Designed to instruct in arc welding safety and the Shielded Metal Arc Welding process (SMAW Stick)

Content:

- Introduction to welding safety and electrodes: types, selection, classification and qualification
- Discussion of power source: types, selection and duty cycle; cable sizing, arc blow, and welding symbols
- Discussion of electrodes: advantages, limitations, and vertical-up versus vertical-down.
- Certification and qualification test training
- Discussion of non-destructive testing, fillet gauge use and weld size determination
- Review of low hydrogen electrode procedures and techniques
- Practice of all manipulative arc welding techniques learned in class
- Introduction to oxy-fuel safety and processes: cutting
- Safety instruction - Oxy Acetylene – Arc Weld Safety Classification & Qualification
- Prep Work - Hand Cutting - Beveling Machines
- Welding Positions - Flat – Vertical - Overhead
- Fillet Welds -SMAW - 6010 and 7018

Instructional Clock Hours:

Class Title	Lecture Hours	Lab Hours	Practicum Hours	Total Hours
Safety	5	2	3	10
Blue Print Reading and Layout	3	3	4	10
Oxy-fuel cutting	4	3	13	20
Arc-Welding	20	30	70	120

Occupations available to graduates include jobs in:

- Plate welding all positions (building tanks, pipe supports, ship building, and structural fabrication)

Pipe Welding

(Four weeks, approximately 160 hours)

Cost: \$5000.00
\$250.00 per day

Prerequisite:

Passing grade at John Lopez Welding School's Basic Plate Welding Course

-or-

Successful weld of sample test plate consisting of vertical and overhead welds with E6010 and E7018 electrodes. Will be evaluated by the instructor before being permitted to start the course.

Course Description:

Designed to instruct welders in welding safety and the Shielded Metal Arc Welding process (SMAW-Stick) of welding pipe to either meet ASME (vertical-up) or API (vertical-down) welding code.

Course Content:

- Learn fundamentals of ASME pipe welding, includes: 2G, proper fit-up, joint preparation, tacking, and electrode selection in vertical-up welding.
- Comparative techniques like whip vs. drag root pass are discussed along with testing procedures and grading.
- Review 5G, proper fit-up joint preparation, tacking and electrode selection in vertical up welding. Review techniques used in the vertical-up position. Review test procedures. Prepare final test.
- Discuss 6G and weld troubleshooting, which includes DC- for less burn through, and land vs. gap
- Explanations of AWS, ASME and API codes
- Pipe welding joints positioned at a 45 degree angle using vertical-down techniques.

Instructional Clock Hours:

Class Title	Lecture Hours	Lab Hours	Practicum Hours	Total Hours
Safety	5	2	3	10
Blue Print Reading and Layout	3	3	4	10
Pipe Fitting	4	3	13	20
Vertical-up Welding	10	15	35	60
Vertical-down Welding	10	15	35	60

Occupations available for graduates include jobs in:

- Pipeline welding
- Chemical Refineries
- Oil field welding
- Power Plants

TIG/MIG Welding

(Two and one-half weeks, approximately 100 hours)

Cost: \$5000.00

\$400.00 per day

Course Description:

Designed to instruct welders in welding safety and the Gas Tungsten Arc Welding process (GTAW/TIG - GMAW/MIG).

Course Content:

- Learn the fundamentals of GTAW (TIG) for steel, stainless, and aluminum.
- Welding procedures are taught on aluminum, carbon, and stainless steels.
- Welding consists of edge, corner, lap, and fillet welds in all positions.
- Welding carbon with E70S2 and stainless with 309 wire on a 6G position.

Instructional Clock Hours:

Class Title	Lecture Hours	Lab Hours	Practicum Hours	Total Hours
Safety	4	4	4	8
Blue Print Reading and Layout	2	2	4	8
Tungsten Inert Gas Welding	10	14	64	84

Occupations available for graduates include jobs in:

- Food Processing Plants
- Refrigeration Welding
- Wineries
- Petrochemical Refining

EQUIPMENT AND MATERIALS USED FOR INSTRUCTION

Each student will be issued the following “PPE” (Personal Protective Equipment):

- Welding Hood
- Welding Jacket
- Welding Gloves
- Safety Glasses
- Earplugs
- Face Shield

The following machines, tools and equipment will be used by the students and instructors during classes. Some of these will only be used in specific classes depending on their need to complete that day’s objectives. All tools are not used in every course of study.

- Arc Welding Machines
- Stingers
- MIG Machines
 - MIG Gun
- TIG Machines
 - TIG Torch
- Oxygen/Acetylene Torch
- Hand Grinders
- Bevelling Machines
- Chipping Hammer
- Metal Files
- Jack Stands
- Levels
- Tape Measure
- Pipe Fitting Wall

Throughout the lab sessions students will use two kinds of materials. Welding consumables are used to prepare and complete the welds. The welding is done on pieces of metal, small enough to be easily handled in a welding booth, typically joining two pieces with the welding process. Students will work with different sizes, shapes and types of metal depending on the lesson. All listed consumables, metal types and shapes will not be used in every class. This list is not totally exhaustive of all materials used. There are too many types of metals, wheels, disks, welding rods and wire to list here.

Consumables

- Welding Gases (in various size compressed gas bottles)
 - Oxygen
 - Acetylene
 - Argon
 - Stargold (75% CO₂, 25% Argon)
- Stick Rod
- TIG Rod
- MIG Wire
- Cutting Disks
- Grinding Disks
- Wire Wheels
- Flap Disks
- Buffing Disks

Metals

- Carbon Steel Plate
- Carbon Steel Angle Iron
- Carbon Steel Pipe
- Carbon Steel I-Beam
- Stainless Steel Pipe
- Stainless Steel Plate
- Aluminum Plate
- Square Aluminum Tubing
- Pipe Fittings
 - Tee’s
 - Elbows
 - Flanges
 - Reducers

ACADEMIC PROGRESS

Satisfactory Progress must be maintained with a minimum of a "C" average or 70% or above. When a student receives less than an average grade at the mid-point of a particular phase, he will be placed on academic probation. The student and the Administration will be notified and the student will receive tutoring or additional shop work after normal class hours. In the event that the student receives a progress report for the phase with less than average grades, the student, and director will decide on the continuation of training.

Grades are weighted 30% theory and 70% skill training. The school's grading system is as follows:

THEORY - The grading breakdown for the theory portion of this phase is:

A = Excellent	90% - 100%
B = Good	80% - 89%
C = Average	70% - 79%
D = Below Average	60% - 69%
F = Failing	59% or Lower

SKILL TRAINING - The grading breakdown for the skill training portion of this phase is:

A = Excellent	90% - 100% completion of requirements
B = Good	80% - 89% completion of requirements
C = Average	70% - 79% completion of requirements
D = Below Average	60% - 69% completion of requirements
F = Failing	59% or Lower

Grading for this portion is based on shop work and is an evaluation of the quality and quantity of a student's work compared against industrial standards.

Grade average required for certifying completion of a course is a passing grade of 70 percent. Upon successful completion, a certificate will be awarded.

Conditions for interruption for unsatisfactory progress – When the grade average of a student is unsatisfactory (below 70 percent) at the mid-point of a particular phase, the student will be placed on probation.

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

SCHEDULE OF PAYMENTS

Unless other financial arrangements are in place, a minimum of at least half the cost of the course is required at the beginning of the course and weekly payments are due at the beginning of each new week until the balance is paid in full.

FUNDING OPTIONS

Our students receive funding from a variety of sources:

- Workers' Compensation
- Employers' Training Resource
- Department of Rehabilitation
- GI Bill
- Their Employers
- California Indian Manpower

POLICIES AND PRACTICES REGARDING FINANCIAL AID

John Lopez Welding School is approved by the California Bureau for Private Postsecondary Education but does not yet have accredited status. Because of this, our students are not eligible for Title IV Federal Student Financial Aid. Although this limits our students' financial aid sources, there are still avenues available to many. Funding can be obtained through the G.I. Bill, various private grants and scholarships, along with some possible State and Federal back to work programs. The school does not have a dedicated financial aid department. However, our administrators and staff will assist prospective students with any school information needed to apply for financial aid that they believe they are eligible for. Many local banks and finance companies offer unsecured personal loan products that can be used to pay tuition and fees. John Lopez Welding School also offers in-house financing to students on approved credit.

If the school receives payment from any third party financier and for some reason a refund is due, that refund will be made to the entity that provided the original payment.

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

Also, if a student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

STUDENT HOUSING

John Lopez Welding School does not have dormitory facilities under its control. The school has no responsibility to find or assist in finding any type of housing for its students. That being said, out-of-town students have several options regarding living arrangements. Hotels and motels, with and without kitchenettes, along with short-term furnished apartments are readily available at daily, weekly and monthly rates. Reasonable accommodations can be found starting at about \$25 a day. There are also nearby RV Parks available to students who wish to bring their own motor home or trailer. Bakersfield is a geographically small metropolitan area and can typically be traversed in less than 30 minutes. Students wishing to minimize their commute should concentrate their search in the Northwest metro area.

SCHOOL LIBRARY

The bulk of the in-house library at John Lopez Welding School is made up of several complete curriculums along with applicable selected modules from the *National Center for Construction Education and Research's* ("NCCER") Contren® Learning Series. In addition to Level 1 Welding our complete curriculums range from Core Construction to Green Building. Selected modules applicable to the courses of study here John Lopez Welding School include studies in safety, trade math, hand tools and the reading of drawings and blueprints. We have a subscription to the monthly publication of the *American Welding Society's* ("AWS") Welding Journal, along with a collection of back issues. In addition we have several AWS reference books, including Terms and Definitions, Standard Symbols and Welding Inspector Technology. Also available are pipefitter and welding pocket manuals and handbooks from various publishers and several miscellaneous welding books.

All materials are available for students to use on premises during regular business hours and many can be checked out on overnight basis.

CONDUCT

- Proper work uniform and shoes.
- Horseplay or unsafe work habits are not permitted.
- Students are required to work to industry standards and are allowed to take breaks only at designated times.
- Weapons, drugs, and alcohol are prohibited. Intoxication or drug usage on school grounds is cause for immediate termination from training. Students are subject to random drug tests while at school or when applying for a job.
- Theft of school property or that of others will result in police investigation and termination from training.
- Smoking is not allowed in school buildings.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at John Lopez Welding School is at the complete discretion of an institution to which you may seek to transfer. If the certificates that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending John Lopez Welding School to determine if your certificates will transfer.

FACULTY AND QUALIFICATIONS

- 30 years of experience in general welding
- fully experienced in start-ups and shut-downs
- fully experienced in all aspects of construction and maintenance
- fully experienced in layout and blueprint reading
- responsible leader on projects of all sizes
- performance experience throughout the United States and abroad
- fully experienced with petro-chemical refinery work, compressor stations, boilers, heater, code-work, pipe fabrication
- stick up-hill and down-hill, TIG, MIG
- previously owned and operated a full service fabrication shop

PLACEMENT

John Lopez Welding School has been actively training and placing welders with construction and fabrication employers for the past four years. During this time our school has established a well regarded reputation in the community.

According to *SupplyLink* magazine...

"...there are currently half a million welders in the U.S. Most are in their mid-50s and will retire within 10 years. "We need to fill 50,000 jobs a year," says Andre. "About 25,000 people enter the field of welding, leaving a gap of 25,000." According to Andre, that's despite the fact that welders command an annual salary of \$35,000-\$80,000 per year plus overtime, based on experience and geographic location."

In order to meet these needs in Central California, John Lopez Welding School combines the goals of the student with the requirements of prospective employers to tailor each student's path of instruction. This allows us to make sure that our students acquire the marketable skills needed to obtain higher wage jobs and the greatest career potential. Daily interaction with local area employers and contractors allows our school to gauge overall demand and industry-specific training needs.

CANCELLATIONS, WITHDRAWALS AND REFUNDS

Right to Cancel: The student has a right to cancel this enrollment agreement and obtain a refund. They may cancel this agreement providing written notice, by mail or in person to: John Lopez Welding School, 2925 Mosasco Street, Unit B, Bakersfield, CA 93312.

Withdrawal: A withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

Refund Information: The student has a right to a full refund of all charges if he/she cancels this agreement through attendance at the first class session, or the seventh day after enrollment, whichever is later. After this, the registration fee and the Student Tuition Recovery Fund fee are non-refundable. The book and materials fee will be returned if the books and materials are unused and returned in good condition within 30 days of written notice of withdrawal. If certificate fees were charged and tests were not taken they will be refunded. In addition, if the student has completed 60% or less of instruction, he/she may withdraw from a course and receive a pro rata refund for the unused portion of the remaining charges. In that situation the refundable charges are divided by the number of total classroom hours to establish the quotient. Multiply the quotient by the actual hours completed by the student. For example, if the student completes only 60 hours of a 100 hour course, had paid the total tuition of \$875 and \$775 is the refundable portion, the refund is calculated as follows: \$775 divided by 100 hours equals \$7.75 per hour. 40 clock hours of instruction were paid for but not received. \$7.75 per hour times 40 hours equals \$310. The total refund is \$310. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

If the school cancels or discontinues a course of instruction or educational program, the school will make a full refund of all charges. Refunds will be paid within 30 days of cancellation or withdrawal.

STATE OF CALIFORNIA STUDENT TUITION RECOVERY FUND

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by California residents who were students attending certain schools regulated by the Bureau for Private Postsecondary Education. Institutional participation is mandatory. The law requires that a fee (*\$2.50 per \$1000 in tuition*) be paid by the student when he or she enrolls. This fee supports the STRF.

You may be eligible for the STRF if you are a California resident, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

- (1) The school closed before the course of instruction was completed.
- (2) The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
- (3) The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other cost.
- (4) There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
- (5) An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

To be eligible for this protection the student must be a California resident and reside in California at the time the enrollment agreement is signed. Students who are temporarily residing in California for the sole purpose of pursuing an education are not considered California residents.

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

- (1) You are a student, who is a California resident and prepays all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
- (2) Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

(1) You are not a California resident.

(2) Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

To qualify for STRF reimbursement the student must file a STRF application within one year of receiving notice from the bureau that the school is closed. If notice from the bureau is not received, the student has four years from the date of closure to file a STRF application. If a judgment is obtained the student must file a STRF application within two years of the final judgment.

It is important that the student keeps copies of the enrollment agreement, financial aid papers, receipts or any other information that documents the monies paid to the school. Such information may substantiate a claim for reimbursement from the STRF. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, PO Box 980818, West Sacramento, CA 95798, internet web site address: www.bppe.ca.gov or telephone: 916-574-7720.

RETENTION OF STUDENT RECORDS

As required by law student records will be maintained in the State of California for a period of not less than fifty years. Hardcopies of all records are physically stored in the school under lock and key. Records are also stored electronically on password-protected storage devices both at the school and at an off-site backup location. Copies are available during regular business hours to any government agency as required by law. Students or their designees, with written authorization, may also receive copies of their records upon request. Depending on the amount of copies requested there may be a nominal charge of \$.10 per page. If record requests are not made in person, they will be sent within seven days via first-class mail.

ATTENDANCE POLICY

Due to the nature of the training offered, a strict attendance policy is required. Employers are very concerned about tardiness and absenteeism while in training and on the job. In order to help develop good work habits training is conducted under “on the job” conditions and the following rules are strictly enforced:

- Absence will be considered as excused under the following circumstances: illness, death or birth in the immediate family, and other valid reasons substantiated in writing, and at the discretions of the school director. All other absences will be considered unexcused.
- Tardiness is a disruption of a good learning environment and is discouraged. Tardiness without legitimate reason on two occasions in one month will be considered as one unexcused absence.
- Class cuts will be considered as unexcused absences.
- Interruption for Unsatisfactory Attendance: Students with three or more unexcused absences in any phase will receive written notification of attendance probation for a period of one month. Unexcused absences during this probationary period will cause interruption of the student’s training.
- Leave of Absence: Written requests for leaves of absence will be considered and such leaves may be granted to the student at the discretion of the school director.
- Before a diploma can be awarded, a minimum of 90 % of schedule class hours must be attended. The student may be required to make up excessive absences after regular class hours.
- Continued poor attendance will result in termination from training.

DISCLOSURES

John Lopez Welding School is a private institution and is approved by the Bureau for Private Postsecondary Education. Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at PO Box 980818, West Sacramento, CA 95798, internet web site address: www.bppe.ca.gov or telephone: 916-574-7720.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888)370-7589 or by completing a complaint form, which can be obtained on the bureau's internet web site: www.bppe.ca.gov

John Lopez Welding School does not discriminate on the basis of race, ethnic background, creed, gender, or disability.

(Revision 3/31/2010)