

2025 Catalog

AGT Trucking School

7220 Owensmouth Avenue, Suite 206, Canoga Park, CA 91303

1503 Callens Road, Ventura, CA 93003

818-696-6364

agtcdl@yahoo.com

www.agttruckingschool.com



This catalog covers the period starting January 1, 2025 through December 31, 2025. The catalog is updated annually.

Table of Contents

Mission Statement.....	4
About the Owner and History.....	4
General Information.....	4
DMV CDL Application Requirements for the State of California.....	5
Facilities and Equipment.....	5
Admission Policies and Procedures.....	5
Credit for Previous Experiential Learning.....	6
Foreign Students & Language Proficiency Requirements.....	6
Programs, Description, and Tuition.....	6
Cost of Attendance.....	8
Student Tuition Recovery Fund-STRF Disclosures.....	9
Federal Aid.....	10
Loans.....	10
Financial Aid Policies, Practices, and Disclosures.....	10
Cancellation and Withdraw Refund Policy.....	10
Standards for Student Achievement and Attendance Policy.....	11
Discipline and Dismissal Policies, Probation.....	12
Leave of Absence.....	12
Graduation and Licensure Requirements.....	12
Student Services.....	12
Library.....	12
Complaint.....	13
Questions.....	13
Office of Student Assistance and Relief.....	13
Student Grievances.....	13
Job Placement Services.....	13
Job Classifications.....	13
Housing Information.....	13
Distant Education.....	13
NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION	14
Policy on Non-Acceptance of External Credits (CEC §94909(a)(8)(A), and 5, CCR §71770).....	14

Accreditation 15
Approval 15
Record Keeping 15
Self-Monitoring Procedures 15
Bankruptcy Disclosure 15
List of Faculty and Administrators 15

Mission Statement

Here at AGT we pride ourselves in giving you the best learning experience ever! Our classes are structured to give you the most personal training out there — our instruction is focused on *you* and that is why we do not have large group settings. Instead, they are individualized for a single student, one instructor on driving courses, and two students with one instructor on backing and pre-trip. Our unique and custom curriculum will allow you to quickly learn the skills you need to drive with awareness and safety, park like a professional, and be able to perform a thorough inspection of your vehicle for your safety and the safety of others sharing the road. In addition, our staff is friendly and has a genuine interest in your success because your success is our personal life reward.

About the Owner and History

Ada's aspirations to be a part of the transportation business led her to the DMV, where she worked as a Commercial Examiner for 7 years. Her passion grew even stronger for the transportation industry, leading her to the idea of opening her own trucking school. With this in mind, she decided to drive cross country while also working as a driver for Teamsters Local 399. Her experience allows her to bring a world of knowledge to her student.

General Information

Administration office is located at 7220 Owensmouth Avenue, Suite 206, Canoga Park, CA 91303. Instruction is on site with facility in 1503 Callens Road, Ventura, CA 93003. AGT Trucking School conducts all courses in English due to Department of Motor Vehicles, DMV, requirements. AGT Trucking School will not reject enrollment based on race, color, sex (sexual orientation or gender identity), national origin, religion, age, or disability. Upon completion of a program, AGT Trucking School will issue a Certificate of Completion.

Hours of Operation:

Monday – Friday, 8am – 6pm

Saturday, 8am – 2pm

Sunday, available upon request

All information in the content of this school catalog is current and correct and is so certified as true by Ada Gonzalez, Owner and Instructor.

DMV CDL Application Requirements for the State of California

Documents needed at the DMV for CDL permit:

1. Social Security Card
2. Legal birth document e.g. birth cert, passport
3. 2 proofs of address e.g. car registration, utility bill, bank statement
4. Medical Examination Report

To obtain a Medical Examination Report: log into nationalregistry.fmcsa.dot.gov/home to find a Medical Examiner near you

Facilities and Equipment

Registration and enrollment will take place at the administration office at 7220 Owensmouth Avenue, Suite 206, Canoga Park, CA 91303.

Both locations are equipped with parking, well-ventilated and good lighting classroom, library area, tables, chairs, a white board, paper, pens, and pencils for student use. The classroom has a maximum capacity of 10 persons. Other material, such as study guides and practice tests will be in paper form and submitted to the Administration office. All equipment is owned by AGT Trucking School.

Behind-the-wheel training will be held at 1503 Callens Road, Ventura, CA 93003. The yard facility is approximately 30,000 square feet. A Tractor trailer with fifth wheel and a straight truck will be used in behind-the-wheel training such as truck inspections, backing, stop line, coupling, sliding tandems, etc. The on-road driving instruction is provided on the streets and freeways of the Ventura County area.

Admission Policies and Procedures (CEC §94909(a)(8)(A) and 5, CCR §71770

AGT Trucking School has not entered into an articulation or transfer agreement with any other college or university.

Potential students are encouraged to tour the school and its facilities and speak to the Chief Academic Officer about enrollment plans.

Admission requirements:

- Obtain a Commercial Learners Permit (CDL)
- At least 18 years of age
- Must possess a valid Class C driver license
- Must have a clean DMV record
- Must successfully pass a physical examination
- Must be free of drugs and alcohol
- No DUI's

If the above are met, the potential student will be able to sign up for a CDL program of their choice. If the student has their permit, a 50% deposit is required upon signing up. The remaining balance is due before the DMV test.

If the student does not have their permit, a deposit of \$1,000 is required and all study material will be provided. Once the student obtains the permit, they can immediately schedule training. The remaining balance is due before the DMV test.

If tuition is not paid in full before the DMV test date, the student will not be able to test.

Credit for Previous Experiential Learning (5, CCR §71810(b)(7) and 5, CCR §71770(C))

AGT Trucking School does not award credit for previous experiential learning.

Foreign Students & Language Proficiency Requirements (5, CCR §71810(b)(4) and (b)5))

AGT Trucking School does not accept students who currently reside in other countries. Visa services are not provided by the school, and the school does not vouch for student status.

English language services are not provided by the school, and students are expected to write, speak, and understand English proficiently. If during the application process with AGT personnel, English proficiency is not demonstrated, the applicant may not enroll. Programs and instruction are not provided in any other language than English due to the DMV regulations requiring students to pass a verbal portion of the driving exam in English.

Programs, Description, and Tuition (CEC §94870 and §94909(a)(9))

Class A:

Class A is for anyone looking to transport or haul loads cross country or within the states such as flatbeds, box trailers, and car haulers. Hands-on behind-the-wheel training: Where the student learns to be a safe and aware driver, and will learn all the rules and regulations from the Department of Motor Vehicles (DMV) and Federal Motor Carrier Safety Administration (FMCSA). They learn left and right turn maneuvers, as well as safety distance driving, lane changing, and freeway driving.

Skills training: How to maneuver the vehicle through objects as well as in reverse, providing the skillset needed for safely haul and deliver product.

Vehicle inspection: Provides the student the knowledge to safely and thoroughly inspect the vehicle for any mechanical and/or maintenance needed for the vehicle. This training meets all federal and state requirements.

Class A Tuition Breakdown	Cost	Description
Tuition	\$4,000	180 hours combination of classroom and behind the wheel
Registration	\$150	Enrollment in respective program
Study material	\$150	Study material
Total	\$4,300	

Requirements for completion of Class A:

- Student must obtain CDL permit by passing the DMV exam
- Student must pass ELDT modules with 80% or above and receive the completion certification
- Student must pass Pre-Trip Inspections with 80% or above with AGT prior to testing at the DMV
- Student must pass their driving skills with an AGT instructor with an 80% or above to be eligible to test at the DMV.

Class B:

Class B is for anyone looking to drive a commercial straight-truck vehicle such as dump trucks and roll offs. Hands-on behind-the-wheel training: Where the student learns to be a safe and aware driver, and will learn all the rules and regulations from the Department of Motor Vehicles (DMV) and Federal Motor Carrier Safety Administration (FMCSA). They learn left and right turn maneuvers, as well as safety distance driving, lane changing, and freeway driving.

Skills training: How to maneuver the vehicle through objects as well as in reverse, providing the skillset needed for safely haul and deliver product.

Vehicle inspection: Provides the student the knowledge to safely and thoroughly inspect the vehicle for any mechanical and/or maintenance needed for the vehicle. This training meets all federal and state requirements.

Class B Tuition Breakdown	Cost	Description
Tuition	\$3,000	180 hours combination of classroom and behind the wheel
Registration	\$150	Enrollment in respective program
Study material	\$150	Study material
Total	\$3,300	

Requirements for completion of Class B:

- Student must obtain CDL permit by passing the DMV exam
- Student must pass ELDT modules with 80% or above and receive the completion certification
- Student must pass Pre-Trip Inspections with 80% or above with AGT prior to testing at the DMV
- Student must pass their driving skills with an AGT instructor with an 80% or above to be eligible to test at the DMV

Unrestricted Class A Passenger:

Passenger endorsement is for anyone looking to drive a passenger vehicle i.e. bus, sprinter van for hire, or people mover.

Hands-on behind-the-wheel training: Where the student learns to be a safe and aware driver, and will learn all the rules and regulations from the Department of Motor Vehicles (DMV) and Federal Motor Carrier Safety Administration (FMCSA). They learn left and right turn maneuvers, as well as safety distance driving, lane changing, and freeway driving.

Skills training: How to maneuver the vehicle through objects as well as in reverse, providing the skillset needed for safely haul and deliver product.

Vehicle inspection: Provides the student the knowledge to safely and thoroughly inspect the vehicle for any mechanical and/or maintenance needed for the vehicle. This training meets all federal and state requirements.

Unrestricted Class A Tuition Breakdown	Cost	Description
Tuition	\$3,900	180 hours combination of classroom and behind the wheel
Registration	\$150	Enrollment in respective program
Study material	\$150	Study material
Total	\$4,200	

Requirements for completion of Class A Unrestricted:

- Student must obtain CDL permit by passing the DMV exam
- Student must pass ELDT modules with 80% or above and receive the completion certification
- Student must pass Pre-Trip Inspections with 80% or above with AGT prior to testing at the DMV
- Student must pass their driving skills with an AGT instructor with an 80% or above to be eligible to test at the DMV

ELDT Theory: A Federally mandated standard training program for entry-level drivers looking to obtain a CDL for the first time or upgrade an existing license. We provide general CDL knowledge, exam preparation, vehicle inspection, maneuvering practice, on-the-road practice and more for each and all of our programs. All CDL drivers must meet the federal entry-level drivers program requirements.

As of February 7, 2022, students are required to complete a mandatory curriculum as mandated by the new Entry Level Driver Training (ELDT) curricula. This curriculum is accessible both online as well as a traditional classroom delivery method. Students are accountable for passing each module with an 80% or above passing rate. Students may view their scores in real time, the same day the ELDT tests are submitted.

Program Includes:

- Permit study materials
- Guidance through the permit process
- ELDT federal mandated online theory
- One on one, maximum 2 students per training session(s)
- Pre-Trip inspection
- Basic control skills (parking maneuvers)
- Behind the wheel drivers training
- Making appointment for behind the wheel drive test
- Truck rental for DMV test
- 3 DMV attempts
- At a minimum, students are to attend 2 times a week
- The program includes a total of 35 training sessions
- Student understands it is their responsibility to show up to class and understands it is their responsibility to study and learn the pre-trip inspection

Cost of Attendance (CEC §94870 and §94909(a)(9))

Estimated Schedule of Total Charges for the Entire Educational Program:

Program	Tuition	Registration Fees	Study Materials	Student Tuition Recovery Fund (\$0 per \$1000 of Tuition) Non-Refundable	Total Charges
<i>Class A</i>	\$4,000	\$150	\$150	\$0.00*	\$4,300
<i>Class B</i>	\$3,000	\$150	\$150	\$0.00*	\$3,300
<i>Class A Unrestricted</i>	\$3,900	\$150	\$150	\$0.00*	\$4,200

*The number is calculated as \$0.00 as the school is paying fee for student to the Bureau. Students are not charged for this fee by the school.

The charges above represent the full cost associated with each program. Students are required to make \$1,000.00 minimum deposit at sign-up, and the remaining amount will be due prior to the student's DMV test date. AGT Trucking will notify the student of the DMV test date one week in advance. If the student fails to pay, the DMV test date will be rescheduled until payment is provided.

Total Charges for a Period of Attendance

Program	Total	Course Length	Total Charges Student is obligated to pay at enrollment	Remaining Balance Due Prior to DMV Test
<i>Class A</i>	\$4,300	Up to 25 weeks	\$1,000	\$3,300
<i>Class B</i>	\$3,000	Up to 25 weeks	\$1,000	\$2,000
<i>Class A Unrestricted</i>	\$3,900	Up to 25 weeks	\$1,000	\$2,900

The first DMV test date will be scheduled for the student as soon as it is permitted by the DMV, following the issuance of the permit. The DMV test date will be based on availability, no outstanding tuition, and have met the ELDT training requirements.

Student Tuition Recovery Fund-STRF Disclosures (CEC §94909(a)(14), 5, CCR §76215(a), and §76215 (b))

“The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF, and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions STRF-related may be emailed to STRF@DCA.CA.GOV or call (888) 370-7589. Written inquiries regarding the STRF may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd. Suite 225, Sacramento CA 95834; P.O. Box 98018, West Sacramento, CA 95798.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.

6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number.”

Federal Aid (CEC §94909(a)(10))

AGT Trucking School does not participate or offer any financial aid assistance or State Financial Aid.

Loans (CEC §94909(a)(11))

If the student obtains a loan, the student will have to repay the full amount of the loan plus interest, less the amount of any refund. If the student received federal student financial aid funds and/or State financial aid, the student is entitled to a refund of the moneys not paid from federal financial aid and/or State financial aid funds.

Financial Aid Policies, Practices, and Disclosures (CEC §71810 (b)(6))

AGT Trucking School is not eligible and does not partake in Federal Financial Aid, State Financial Aid, or any of its programs.

Cancellation and Withdraw Refund Policy (CEC §94909(a)(8)(B), §94919, §94920, and 5, CCR §71750)

Student’s Right to Cancel or Withdraw (CEC §94911(e)(1)(2)(3))

The student has the right to cancel and obtain a refund if no more than 60% of the program has been completed. Date you must cancel by: _____. The student has a right to a full refund of all charges less than amount of \$250 for the registration fee and any other non-refundable items if he/she cancels this agreement prior to or in the first day of instruction or the seventh day after enrollment whichever is later. The amount retained for the registration fee may not exceed \$250.

Refunds are prorated at \$175/hour. Students will also be charged a \$150 registration fee. To calculate a pro rata refund, the following steps should be followed:

1. Determine the total amount paid for the respective program
2. Divide the total amount by the number of hours attended
3. Multiply the result by \$175/hour
4. The final amount is the pro rate refund

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. A written notice must be submitted to the

Office Manager at 7220 Owensmouth Ave, Suite 206, Canoga Park, CA 91303. The student will be refunded within 45 calendar days. The date in which the notice to withdraw was received is considered effective, which shall be no later than the date received by AGT Trucking School.

Withdraw Policy

The student has the right to withdraw from their respective program after instruction has started and receive a pro-rated refund for the unused portion of the tuition and other refundable charges if the student has completed 60% or less of the instruction. For example, if the student completes only 30 hours of a 90-hour course and pays \$300 tuition. The student will receive a refund of \$200 minus the \$150 registration fee. ($\$300 \text{ amount paid} \times (\text{unused hours } (60) / \text{total hours } (90)) = \200 refund).

The student has a right to withdraw and obtain a refund by providing a written notice to the Office Manager. A written notice must be submitted to the Office Manager at 7220 Owensmouth Ave, Suite 206, Canoga Park, CA 91303. The student will be refunded within 45 calendar days. The date in which the notice to withdraw was received is considered effective, which shall be no later than the date received by AGT Trucking School. The student will be refunded within 45 calendar days. The date in which the notice to withdraw was received is considered effective, which shall be no later than the date received by AGT Trucking School.

Standards for Student Achievement and Attendance Policy (5, CCR §71810(b)(8) & CEC §94909(a)(8)(D))

Grading: Grades are calculated by a point system. Students are assessed by the knowledge and skills for the written and practical parts of the CDL licensing exam administered by the Department of Motor Vehicles, DMV, in California.

Grading Scale:

90-100	A
80-89	B
70-79	C
60-69	D
Below 60	Fail

Point System:

Subject	Percent Totals
Classroom	20
Yard Skills	40
Drive	40

Satisfactory Standards:

- Students are expected to attend at least 2 times a week
- Students are expected to receive a passing grade (80%) or above to move onto the next module
- Students are expected to independently study
- Required by the Department of Transportation Federal Motor Carrier Safety Administration (FMCSA), students are expected to complete the Entry Level Driver Training (ELDT) within a 2-week period

Absences: Students will be excused one absence due to a family emergency, death, or illness and must be submitted to the instructor with sufficient notice. All other absences will be considered unexcused. Two or more absences will not be excused and student will be terminated from the program. At this point, the refund policy will apply.

No Show

Student who is a no-show will be terminated and the refund policy will apply.

Withdrawal

Student who chooses to withdrawal from AGT Trucking School may do so with the following:

- Student must notify the Chief Academic Officer of withdrawal notice
- If student fails to attend three classes without notice, they will be expelled and the refund policy will apply
- Refund policy to apply

Discipline and Dismissal Policies, Probation CEC §94909(a)(8)(C)

Disciplinary actions will be taken for the following reasons:

- Use of drugs or alcohol
- Accidents caused by the use of drugs or alcohol
- Use of violence and force
- In violation of school rules and subordination

Dismissal will occur for the following reasons:

- No show to scheduled sessions
- Failure to make academic progress

Probation

Student will be placed on academic probation by the Chief Academic Officer if there is a failure to meet the following policies:

- Attendance
- Standards for Student Achievement

The probation period will be determined by the Chief Academic Officer on a case-by-case basis.

Leave of Absence (CEC §94909(a)(8)(E))

Students may request a leave of absence. The absence may not exceed a four-month period and all request shall be submitted in writing to the Chief Academic Officer. Upon returning to school, the student must contact the Chief Academic Officer.

Graduation and Licensure Requirements (CEC §94909(a)(6))

Student must successfully score of 80% or higher in all modules, assessments, and exams. Must successfully pass the DMV test. Should the student fail the DMV test, they will be given the opportunity to take a refresher course and allowed to retake the exam.

Student Services (5, CCR §71810(b)(12))

AGT Trucking School does not provide any student services not previously listed in this Catalog.

Library (5, CCR §71740) (5, CCR §71740 and §71810(b)(10))

AGT Trucking School maintains a recourse/library center located at 7220 Owensmouth Ave, Suite 206, Canoga Park, CA 91303. Resources available to students are study guides, practice tests, magazines and newspapers related to trucking and the industry, and job postings. The office has a check-in/check-out system lead by the Administrative Assistant. Students may borrow the resources at any time.

Complaint (CEC §94909(a)(3)(C))

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.

Questions (CEC §94909(a)(3)(A))

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 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834 P.O. Box 980818, West Sacramento, CA 95798-0818, Web site Address: www.bppe.ca.gov Telephone and Fax #'s: (888) 370-7589 or by fax (916) 263-1897 (916) 574-8900 or by fax (916) 263-1897

Office of Student Assistance and Relief (CEC §94909(a)(3)(D))

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling Toll-free telephone #: (888) 370-7589, Web site Address: www.osar.bppe.ca.gov

Student Grievances (5, CCR §71810(b)(14))

If a student has a grievance with a staff member, the student shall discuss with the instructor first. If there is no resolution, the student should submit a written grievance to the Office Manager with a full explanation and details. The Office Manager or designee shall respond to the grievance within five business days from the date the Office Manager received the grievance. If the student is not satisfied with the resolution, they do have the option to appeal the decision. The appeal will be directed to the Chief Executive Officer and shall respond within five business days from when the appeal was received. Student may also contact Bureau of Private Postsecondary Education (BPPE) by calling (888) 370-7589 or by completing a complaint form, which the student can be obtain from the BPPE Internet Website: www.bppe.ca.gov.

Job Placement Services (CEC §94909(a)(13))

AGT Trucking School does not offer job placement and cannot guarantee employment.

Job Classifications (5, CCR §74112 (d)(3))

A Class A license qualifies drivers with a CDL to operate vehicles that have two or more parts like a tractor-trailer. A Class B license allows drivers to operate single, large vehicles. United States Department of Labor's Standard Occupational Classification code 53-3031.

Housing Information (5, CCR §71810 (b)(13)(A)(B)(C))

AGT Trucking School does not offer dormitory facilities. There are available 1-bedroom apartments in the area ranging from \$1,200 - \$3,000 a month, and hotels ranging from \$50 - \$150 a night. AGT Trucking School holds no responsibility to find or assist the student to find and secure housing.

Distant Education (5, CCR §71810(b)(11))

ELDT:

As of February 7th, 2022, students are required to complete a mandatory curriculum as mandated by the new Entry Level Driver Training (ELDT) curricula. This curriculum is accessible online. Students are accountable for passing each module with an 80% or above passing rate. Students may view their scores in real time, the same day the ELDT tests are submitted.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION (CEC §94909(a) (15))

The transferability of credits you earn at AGT Trucking School is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Commercial Driver's License (CDL) you earn in the CDL program is also at the complete discretion of the institution to which you may seek to transfer. If the CDL program 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 AGT Trucking School to determine if your certificate will transfer.

Policy on Non-Acceptance of External Credits (CEC §94909(a)(8)(A), and 5, CCR §71770)

Purpose: To outline the procedure and rationale for not accepting academic credits from other institutions towards the completion of any program at AGT Trucking School.

Scope: This policy applies to all current and prospective students seeking to transfer credits from other educational institutions.

Policy Statement: At AGT Trucking School, we strive to maintain the highest standards of education and training in the trucking industry. AGT does not accept credits through challenge exams or achievement tests. Our curriculum is designed to ensure that all students meet our rigorous academic and practical requirements. As a result, we do not accept credits from other institutions, regardless of their accreditation status, for the following reasons:

1. **Curriculum Integrity:** Our courses are specifically tailored to meet the needs and standards of the trucking industry, ensuring that students receive the most relevant and up-to-date training.
2. **Quality Assurance:** By offering our proprietary curriculum exclusively, we can guarantee the quality and consistency of the education and training our students receive.
3. **Regulatory Compliance:** Our programs are aligned with state and federal regulations, which may not align with the curricula of other institutions.
4. **Student Experience:** To provide a cohesive and comprehensive learning experience, it is essential that all students complete their coursework and training within our institution.

Procedure:

1. **Application Review:** All applications to transfer credits will be reviewed to ensure they meet our admissions criteria, but no external credits will be applied towards the completion of our programs.
2. **Communication:** Applicants will be informed of this policy during the admissions process and will receive written confirmation that their external credits will not be accepted.
3. **Support Services:** Prospective students who have concerns about this policy may contact our administrative office for further guidance and support in planning their educational journey.

Exceptions: There are no exceptions to this policy. All students must complete the required coursework and training at AGT Trucking School.

Review and Revision: This policy will be reviewed annually to ensure it continues to meet the needs of the school and its students.

Accreditation (CEC §94909(a)(16))

AGT Trucking School or any of its programs are not accredited by any accreditation agency recognized by the United States Department of Education.

Approval (CEC §94909(a)(2) and §94897(l)(1)(2))

AGT Trucking School is a private institution, that it is approved to operate by the bureau, and that approval to operate means compliance with state standards as set forth in the CEC and 5, CCR. The Bureau does not endorse program.

Record Keeping (CEC §94900, 5 CCR §71810(b)(15) and §71920

As required by Article 9 of the Act, student records are kept are to be kept for five years, and student transcripts are to be kept permanently per CCR 71930(b)(1). Student records and financial records are kept at 7220 Owensmouth Ave, Suite 206, Canoga Park, CA 91303 in a locked, fireproof file cabinet with limited access and is only accessible by the Chief Operating Officer. Furthermore, financial records are available online via QuickBooks with limited access by the Chief Executive Officer and the Chief Operating Officer.

Self-Monitoring Procedures

AGT Trucking School remains in compliance by staying up to date with new regulations, both State and Federal. AGT is subscribed to FMCSA email alerts.

Bankruptcy Disclosure

AGT Trucking School does not have any pending petition in bankruptcy. It is not operating as a debtor in possession, has not filed a petition within the preceding five years, nor has had a petition in bankruptcy filed against it within the preceding five years under the Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.). (CEC §94909(a)(12))

List of Faculty and Administrators

Ada Gonzalez, Chief Executive Officer, Chief Operating Officer, Chief Academic Officer

Ada received her Associates Degree. She was a DMV Examiner for over five years and comes with a wealth of trucking knowledge. She has her Class A with the following endorsements; passenger, hazmat, tank, and doubles and triples. Ada started AGT Trucking School in February 2022, and is passionate about her students. She is responsible for the schools operation, student enrollment, finance, management, and personnel.

Anastasiia Tarasova, Administrative Assistant/Marketing Coordinator

Responsible for administrative tasks, support services for students, and DMV enrollment. She has advanced knowledge in policies and procedures, along with advanced computer skills.

Faculty (Instructors)

Instructors hold their commercial driver license and have experience in driving with a clean DMV record. Responsibilities include, but not limited to: Teaching and training students. Required to teach mandatory backing skills, pre-trip inspections, and road/shifting to new and experienced student drivers.

Organizational Chart:



AGT Trucking School

7220 Owensmouth Avenue, Suite 206, Canoga Park, CA 91303

1503 Callens Road, Ventura, CA 93003

818-696-6364

agtcdl@yahoo.com

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.

Print Name: _____

Signature: _____

Date: _____