



Apex Truck Driving School Catalog
January 2026 - December 2026

**Commercial
Truck Driving School Program**

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APEX Truck Driving School

**Corporate Office and Concord Campus
(Offices, Classroom and Training Yard)
1070 Concord Ave Suite # 109, Concord, CA 94520**

**Admission Office and Stockton Campus
(Offices, Classroom and Training Range)
1627 S Center St, Stockton, CA 95206**

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Changes to this Catalog, guidelines, practices, and procedures are subject to change without prior notice. Such adjustments may be necessary to stay current with technological advancements, enhance instructional strategies, or comply with regulations set forth by governmental agencies and other regulatory authorities. All changes will be published as an addendum to this Catalog.

This Catalog supersedes all previous catalogs.

Before enrolling in our programs, please thoroughly review this entire Catalog and our School Performance Fact Sheet.

This catalog is updated annually.

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Statement of Philosophy

Apex Truck Driving School is poised to fulfill this growing need for trained, qualified, safe and professional commercial drivers prepared for employment in the transportation industry. Our training program accomplishes this through classroom training utilizing mixed media, visual aids, lectures and written materials. Focus is placed on the technical aspects of driving, the importance of road safety, inspecting and proper use of commercial equipment, responsible driving habits, and the development of strong interpersonal skills.

Mission Statement

Apex Truck Driving School's Mission is to prepare individuals to become qualified, competent commercial drivers. (71810(b)(2))

Hours of Operation

Office hours are 8:00a.m. to 5:00p.m. with a half hour for lunch, Monday through Friday. Instructional Hours will vary depending on the course. Evenings and weekend classes will be scheduled as necessary to accommodate the requirements of the program - subject to change.

Financial Petitions

Apex Truck Driving School is in good financial standing and does not have a pending petition in bankruptcy nor is it operating as a debtor in possession, or has filed a petition within the preceding 5 years or had a petition in bankruptcy filed against it within the preceding 5 years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec:1101 etseq.) 94909(a)(12)

Administration

Ownership:	Apex Truck Driving School
President of Corporation:	Bhupinder Singh Bal
Director of Operations:	Rajkaranbir Singh
Financial Aid Officer	Gurjashan Singh Bal
Office Administrator	Bhupinder Singh Bal
Records Custodian	Bhupinder Singh Bal
CDL Instructor	Rajkaranbir Singh
CDL Instructor.	Ravinder Jeet Singh

History

Apex Truck Driving School has been providing commercial driver training and serving the Concord and Stockton areas of California since 2026. Apex Truck Driving School owns and operates the school. Driver training includes yard skills, range training, and road training on city streets, highways, and freeways. Apex Truck Driving School maintains a maximum ratio of **4 students per instructor for range and road training and 10 students per instructor in the classroom.**

Approval Disclosure Statement

“This institution is a private institution. The school was granted institutional approval to operate by the Bureau of Private Post Secondary Education (BPPE). The Bureau’s approval means compliance with state standards set forth in CEC and 5, CCR. This approval does not mean that: (1) the institution or its educational programs are endorsed or recommended by the state or by the bureau. Nor that (2) the approval to operate indicates that the institution exceeds minimum state standards as set forth in this chapter.” As well as ELDT(FMCSA) effective 2/7/2022. (94909(a)(2)

Non-Accredited Institution

Apex Truck Driving School is operating a non-accredited institution; therefore, programs are not accredited by an accrediting agency recognized by the United States Department of Education. Students are not eligible for federal financial aid programs.

Campus Locations

Apex Truck Driving School is readily accessible to all freeways and public transportation.

The main campus is located at 1070 Concord Ave, the facility includes classroom that accommodates up to 10 students, admissions & administrative office, restrooms, and a breakroom. The classroom is equipped with a whiteboard, TV, laptop, and desktop computer. The Equipment parking & training Range is located at 4000 Industrial Way, Concord, CA 94520.

The branch location is located at 1627 S. Center Street, Stockton, CA, and include classroom, an admissions office, restrooms, breakroom and training range & parking are also available.

Facilities and Equipment & Library /Learning Resources

Apex Truck Driving School provides students with access to the equipment and learning resources needed to complete the program. The school uses International and Freightliner trucks and trailers for training.

Learning resources include training manuals, the California DMV Commercial Driver Handbook, ELDT educational videos through CDL Power Suite, and ELDT instructor and student manuals from J.J. Keller & Associates, Inc. The school also maintains instructor-developed lesson plans, classroom presentation equipment, current industry information, and job placement assistance information.

Students may access the internet at no additional cost for job searches, school-related research, and other training references. 71810(b)(10), 94909(a)(4)

Faculty

Apex Truck Driving School employs instructional staff who meet regulatory requirements and bring real-world commercial driving experience into both classroom and behind-the-wheel training. Faculty members are selected based on their ability to train students in technical skills, safety practices, professional conduct, and compliance with DOT and FMCSA standards.

Minimum Instructor Qualifications

- Possess a valid Commercial Driver's License (CDL)

- Have a minimum of 3 years of hands-on experience operating commercial motor vehicles
- Demonstrate working knowledge of DOT safety regulations and safety standards
- Ability to deliver classroom instruction, hands-on practical training, and student progress evaluations.

Rajkaran bir Singh – Chief Academic Officer & CDL Instructor

Rajkaranbir Singh has over 25 years of experience in trucking and business operations. He worked as a Class A driver with Haver Transport from 1999 to 2006, served as a manager for Time Wise, a gas station company, from 2006 to 2016, and has owned and operated RK Trans Inc. since 2016.

Ravinder jeet Singh – CDL Instructor

Ravinder Jeet Singh has held a Commercial Driver License (CDL) since 1991, bringing more than 35 years of commercial driving experience to his role. He is deeply dedicated to providing safe, hands-on, and practical CDL training. Leveraging his extensive industry expertise, he thoroughly prepares students for successful and sustainable careers as professional commercial drivers.

Chief Academic Officer / Instructional Oversight

Rajkaranbir Singh - Chief Academic Officer and CDL Instructor. The Chief Academic Officer maintains instructional quality, curriculum consistency, instructor qualification documentation, student progress review, and compliance with applicable state and federal regulations.

California Requirements

Students are notified that in order to be eligible to receive a commercial driver's license, they must be a California resident and pass the required testing by the State of California Department of Motor Vehicles. This includes submitting Health Questionnaire (DL 546), vision test, and the applicable DMV knowledge and skills tests for the selected program. Prospective students are encouraged to visit the physical facilities of the school and to discuss personal educational and occupational plans with school personnel prior to enrolling or signing an Enrollment agreement.

Completion

Apex Truck Driving School will issue a Certificate of Completion to successful graduates of the programs and assistance in obtaining a Commercial Driver's License. Any student who fails a portion of the program must consult with the training department and make arrangements to retest that portion. Completion, licensure and/or placement is **NEVER GUARANTEED**.

Admission Process and Requirements

To enroll in the applicable training program and pursue a CDL, each applicant must:

- Be at least 18 years old for intrastate driving and 21 years old for interstate driving.
- Possess a valid California driver's license at the time of enrollment.
- Meet applicable California DMV identification, vision, knowledge test, and permit requirements.
- Meet DOT medical qualification requirements before behind-the-wheel training.
- Pass required drug/alcohol screening before behind-the-wheel training. Marijuana remains

prohibited under federal DOT rules.

- Must possess a high school diploma or GED or equivalent, or demonstrate that they are a qualified candidate for admission to the program by achieving a passing score of at least 70% on this institution's Qualifications & English Proficiency Assessment test. No student will be admitted who is obviously unqualified or does not have a reasonable prospect of completing the program.
- Read and speak English sufficiently to understand road signs, respond to official questions, and complete required records.
- Meet with an admissions representative to review the selected training program.
- Receive and review the school catalog and School Performance Fact Sheet before signing the Enrollment Agreement.

Granting Credit — 94909(a)(8)(A)

Apex Truck Driving School has not entered into an articulation or transfer agreement with any other college or university. Apex Truck Driving School does not accept transfer credits from other institutions, credits through challenge exams, achievement tests, or experiential learning. All coursework must be completed through Apex Truck Driving School's approved training program to be eligible for completion.

English Proficiency Requirement

All instruction at Apex Truck Driving School is provided in English. Students must be able to read, write, speak, and understand English well enough to participate in classroom instruction, follow safety directions, read training materials and road signs, communicate with instructors, and complete CDL-related requirements.

Applicants may demonstrate English proficiency by providing proof of high school, GED, or equivalent education from a US school. If such proof is not provided, the applicant must complete a school-administered English proficiency assessment and score at least a 70%, which is a CELSA-style test, and an admissions interview to determine whether the applicant has sufficient English ability to complete the program.

Apex Truck Driving School does not offer ESL classes.

Prospective students should speak with an admissions representative before enrollment if any of the following may affect CDL eligibility, DMV testing, DOT medical qualification, drug/alcohol testing requirements, or safe vehicle operation:

- DUI or drug/alcohol-related driving offense
- Major driving violation or serious traffic violation
- Driver's license suspension, revocation, cancellation, or disqualification
- Medical condition or medication that may affect safe driving or DOT medical qualification
- Child support or other legal issue that may affect driver's license status
- Any drug/alcohol testing issue or FMCSA Clearinghouse issue
- Any other medical, legal, or driving record issue that may affect CDL eligibility

Additional Information

Seats are given on a first come, first served basis. Students must complete all required enrollment paperwork and payment arrangements before being accepted into a class.

Training is 100% in person and instructor-led. The program includes classroom lessons and hands-on training, including CDL rules, safety, vehicle inspection, basic skills, and supervised road driving.

Start dates depend on available seats, instructors, trucks, and equipment. Students will be informed of their start date at enrollment.

Visa Services

The School does not provide visa services, does not vouch for student status, and does not issue Form I-20. This institution does not admit students from other countries requiring student visa sponsorship.

Notice Concerning Transferability of Credits and Credentials Earned at Our Institution 94909(a)(15)

The transferability of credits you earn at Apex Truck Driving School is at the complete discretion of the institution to which you may seek to transfer. Acceptance of the certificate you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the credits or certificate you earn at this institution are not accepted by 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 the institution to which you may seek to transfer after attending Apex Truck Driving School to determine if your credits or certificate will transfer.

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

Apex Truck Driving School provides student support services to assist students during their training. Student services may include academic guidance, attendance support, program information, document assistance, and placement assistance. Apex Truck Driving School does not provide housing, transportation, childcare, legal services, immigration services, financial counseling, medical services, or English as a Second Language (ESL) services.

Placement Assistance — CEC § 94909(a)(13)

Apex Truck Driving School provides placement assistance to students and graduates in good standing. Apex may assist with job search support, employment applications, resume preparation, interview preparation, professional etiquette, recruiter contact, and sending documents to potential employers.

Placement assistance may also include providing employer contact information, sharing job leads when available, and arranging recruiter presentations when available. With the student's permission, Apex may provide requested student information to potential employers.

Students are responsible for making their own efforts to seek employment. Placement assistance may be limited if a student has issues such as accidents, traffic violations, DUI convictions, felony convictions, license problems, medical qualification issues, drug/alcohol testing issues, or other matters that may affect employment eligibility.

Apex Truck Driving School does not guarantee employment, job placement, wages, hours, employer acceptance, or eligibility for any specific trucking position.

Records Retention — 5 CCR § 71810(b)(15)

Student Records / Right to Inspect Records

Apex Truck Driving School maintains student records at its Concord location in physical and/or electronic format. Student records are maintained for at least five (5) years following a student's completion of, withdrawal from, or termination from a program. Student transcripts are maintained permanently.

Student records include:

- Student name and contact information
- Program, admissions, and enrollment documents
- Financial records
- Attendance and training records
- Assessments and grades
- Program completion, withdrawal, or termination records
- Transcripts, diplomas, or certificates
- Student advising records
- Placement documentation, if applicable

Student records are confidential. Students may request to inspect their academic or financial records by contacting the School Director during normal business hours. The school will make reasonable arrangements for the student to review the requested records.

In the event of school closure, student records will be maintained by an appointed Custodian of Records as required by the California Education Code.

Academic Advising

Apex Truck Driving School provides academic advising to assist students during their training. Staff may review student progress, attendance, and training needs. Students who need assistance may speak with school administration or an instructor.

Student progress may be reviewed during enrollment, and students may be advised if they are at risk of not meeting program requirements.

Probation Policy - California Education Code § 94909(a)(8)(C); 5 CCR § 71810(b)(8)

Students who do not meet Apex Truck Driving School's standards for attendance, academic progress, safety, or professional conduct may be placed on probation. Probation is intended to give the student an opportunity to correct the issue and return to good standing.

If a student is placed on probation, the school will provide written notice stating the reason for probation, required corrective action, and timeframe for improvement. The student may be required to meet with an instructor, Training Coordinator, or school representative to review the probation terms.

Reasons for probation may include, but are not limited to, poor attendance, failure to make satisfactory progress, unsafe training behavior, violation of school rules, disruptive conduct, or failure to follow instructor directions.

If the student corrects the issue within the probation period, the student may return to good standing. If the student does not meet the probation requirements, continues the same conduct, or commits a serious violation, the student may be dismissed from the program.

Apex Truck Driving School reserves the right to dismiss a student immediately for serious misconduct, unsafe behavior, dishonesty, violence, threats, drug or alcohol use during training, refusal to follow safety instructions, or conduct that places the student, staff, other students, or the public at risk.

Requests for re-enrollment after dismissal will be reviewed on a case-by-case basis at the discretion of Apex Truck Driving School.

Leave of Absence Policy

Students experiencing hardship or difficulties meeting the schedule they signed up for may apply for a temporary leave of absence with the institution. A new enrollment agreement addendum will be executed which details the length of the leave, the anticipated return date, and the new estimated on-time completion date. If a student does not return from a leave of absence, they will be administratively withdrawn from the program.

Housing 5 CCR § 71810(b)(13)(B)

Apex Truck Driving School does not own or operate dormitory facilities and does not provide housing assistance. Students are responsible for arranging their own housing.

Housing may be available near the Concord campus through local motels, hotels, apartments, or private rentals. A nearby lower-cost option is **Travelodge by Wyndham Concord**, with rates advertised around **\$66 per night**, subject to availability, taxes, fees, and seasonal rate changes. Motel/hotel rates in the area may range from approximately **\$70 to \$150 per night**.

Apartment and private rental costs in the area may vary depending on location, size, availability, and lease terms. Students should contact housing providers directly for current rates, availability, and terms.

Reporting of Gainful Employment of Students

Apex Truck Driving School reports student performance and job placement information as required by BPPE. Placement is measured within six (6) months from the student's graduation or program completion date. A graduate may be reported as employed in the field when the job is related to the training received and the school has documented employment verification.

The SOC code for Heavy and Tractor-Trailer Truck Drivers is **53-3032**.

SCHOOL POLICIES

All applicants must complete the school's enrollment process and sign an Enrollment Agreement before starting any training program at Apex Truck Driving School.

As a prospective student, you are encouraged to review the 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.

The Enrollment Agreement includes the terms and conditions of enrollment, including program information, tuition and fees, cancellation and refund policies, and student responsibilities.

Student Conduct - California Education Code § 94909(a)(8)(C); 5 CCR § 71810(b)(14)

Apex Truck Driving School expects all students to follow school rules, follow the law, and treat staff, instructors, students, visitors, property, and equipment with respect. Students must follow all directions from school staff and instructors during classroom, range, road, and skills training.

A student may be placed on probation, dismissed, or terminated from the program for unsafe, disruptive, dishonest, disrespectful, or unprofessional behavior. Any refund, if applicable, will be calculated according to the school's Cancellation, Withdrawal, and Refund Policy.

Students may be disciplined or dismissed for reasons including, but not limited to:

- Unsafe driving or unsafe training behavior
- Not following instructor or staff directions
- Disrespectful, disruptive, threatening, or violent behavior
- Harassment, discrimination, or inappropriate conduct
- Possession or use of alcohol, illegal drugs, or controlled substances during school or training
- Coming to training under the influence of alcohol or drugs
- Possession of weapons on school property
- Theft, dishonesty, or damage to school or personal property
- Violation of safety, health, or training rules
- Smoking in unauthorized areas
- Misuse of school equipment, vehicles, or facilities
- Any behavior that puts the student, staff, other students, visitors, or the public at risk

Apex Truck Driving School is not responsible for lost, stolen, or damaged personal property. Students are responsible for their own belongings. Borrowing or lending money or personal property between students is discouraged.

Student Dress Code

Students are expected to wear clean, modest, and appropriate clothing suitable for a professional learning environment and commercial driver training.

For safety, students must wear closed-toe shoes or work boots during all training activities. Clothing should provide proper coverage, be suitable for weather conditions, and allow students to safely participate in classroom, yard, and behind-the-wheel training. Clothing that is too tight, too loose, or otherwise unsafe may create a safety hazard when climbing in and out of trucks or performing training activities. Clothing or accessories with offensive language or graphics are not permitted.

Students who do not follow the dress code may be asked to change before participating in training. Any missed training time must be made up according to the school's schedule.

Campus Security 5 CCR § 71810(b)(14)

Apex Truck Driving School is committed to providing a safe learning environment for students, staff, instructors, and visitors. Students must report any safety concern, accident, threat, suspicious activity, or crime to an instructor, school representative, or the School Director as soon as possible.

If a student or employee is a victim of a crime, or witnesses a crime on school property or during training, the school must be notified immediately. The school will review the matter, complete any needed reports, and contact law enforcement or emergency services when appropriate.

Apex Truck Driving School is not responsible for lost, stolen, or damaged personal property. Students are responsible for protecting their own belongings.

Sexual Harassment and Unlawful Harassment Policy

Apex Truck Driving School is committed to providing a safe learning and training environment free from discrimination, harassment, sexual harassment, retaliation, and intimidation. Harassment or discrimination based on any status protected by law is not allowed.

Prohibited conduct includes, but is not limited to:

- Unwanted sexual comments or advances
- Requests for sexual favors
- Offensive jokes, comments, images, or messages
- Threats, intimidation, or unwanted touching
- Verbal or physical harassment
- Retaliation against anyone who reports a concern or helps with an investigation

Students who believe they have experienced or witnessed harassment, discrimination, or retaliation should report it as soon as possible to an instructor, school representative, or the School Director. Apex Truck Driving School will review the report promptly, keep the matter as confidential as possible, and take appropriate corrective action when needed.

Retaliation against any person who reports a concern or participates in an investigation is strictly prohibited.

Reasonable Accommodation

Apex Truck Driving School is committed to providing reasonable accommodations to qualified students with disabilities, in accordance with applicable law. Reasonable accommodations may be provided unless the accommodation would fundamentally alter the nature of the program, create an undue hardship, or affect safety requirements. Students requesting an accommodation should notify the school as soon as possible. The school may request supporting documentation from a qualified professional when the disability or need for accommodation is not obvious, or when more information is needed to evaluate the request.

Accommodation requests will be reviewed on a case-by-case basis. Approved accommodations must still allow the student to safely participate in the training program and meet applicable DMV, DOT, FMCSA, and school requirements.

Drug and Alcohol Testing

Students must comply with all applicable drug and alcohol testing requirements. Apex Truck Driving School requires students to provide proof of a negative drug test before participating in behind-the-wheel training or any other safety-sensitive training activities.

Students will be referred to a designated or approved drug testing facility. The student is responsible for paying the drug testing fee directly to the testing facility. Drug testing fees are not collected by Apex Truck Driving School and are not refundable by the school.

Students may also be subject to drug and alcohol testing as required by DOT, FMCSA, DMV, employer, or school policy, when applicable. This may include pre-employment, reasonable suspicion, post-accident, random, return-to-duty, and follow-up testing, as applicable.

Students may not attend or participate in any training while under the influence of alcohol, marijuana, illegal drugs, controlled substances, or any substance that may impair safe driving or training. Although marijuana may be legal under California law, it remains prohibited under federal DOT/FMCSA requirements for commercial motor vehicle drivers and safety-sensitive functions. A positive drug or alcohol test, refusal to test, failure to provide required proof of a negative test, or violation of this policy may result in removal from training, probation, dismissal, or termination of enrollment. Any refund, if applicable, will be calculated according to the school's Cancellation, Withdrawal, and Refund Policy.

Academic Policies

Attendance Policy

Attendance and punctuality are important parts of commercial driver training. Students are expected to attend all scheduled classes, yard training, behind-the-wheel training, and other required training sessions and maintain at least 90% attendance rate. Students must notify the school as soon as possible if they will be late or absent, including due to sickness, family emergency, appointment, work conflict, or any other reason.

If a student misses training, any make-up training must be approved by the school and will depend on instructor, vehicle, equipment, and schedule availability. All required training hours must be completed before the student may receive a certificate of completion.

Excessive absences, repeated lateness, missed training, or failure to complete required make-up training may result in advising, probation, dismissal, or termination of enrollment.

Vehicle Incidents/Accidents

Students must report any vehicle incident, accident, damage, or safety concern to the instructor or school representative immediately. Apex Truck Driving School will review and document the incident.

The student may be required to complete a safety review or additional training before continuing. Unsafe driving, not following instructions, or careless use of school vehicles or equipment may result in probation, dismissal, or termination of enrollment.

Satisfactory Progress Policy

Students must make satisfactory progress in attendance, classroom work, skills training, and conduct. Students must receive a minimum passing score of 70% on required tests, assignments, and training evaluations. Instructors or school staff may review student progress during the program.

If a student does not meet school standards, the student may be placed on probation and given an opportunity to improve. The school may require make-up work, additional practice, remedial training, or an improvement plan. If the student does not improve or meet school standards, the student may be dismissed from the program.

Grading System

The percentage grading system below is used for all courses:

Grade	Percentage	Grade Points
A	90–100%	4.0
B	80–89%	3.0
C	70–79%	2.0
D	60–69%	1.0
F	Below 60%	0.0/ Fail

Course withdrawal will not affect a student's GPA.

Grading and Graduation Requirements – Standards for Student Achievement

Students are graded through written tests, quizzes, exams, assignments, practical skill evaluations, and behind-the-wheel training evaluations. Students will be advised of their progress. If a student needs improvement, the instructor may provide additional training, make-up work, or a written improvement plan. To graduate, a student must meet all required performance standards. The student must receive a minimum passing score of 70% on required written tests, exams, and coursework, attend at least 90% of the scheduled program hours, and complete all required tests, assignments, skill evaluations, and behind-the-wheel training.

Students must successfully pass all required practical driving evaluations, which are graded on a pass/fail basis.

Student's Right to Cancel

Students have the right to cancel the Enrollment Agreement and obtain a refund of charges, without any penalty or obligation, through attendance at the first-class session or the seventh calendar day after enrollment, whichever is later.

Cancellation must be submitted by written notice to Apex Truck Driving School. The written notice does not need to be in any particular form, but it must clearly show that the student wishes to cancel or no longer wishes to be bound by the Enrollment Agreement.

Written notices may be submitted in person, by mail, or by email to:

Chief Academic Officer
Apex Truck Driving School
1070 Concord Ave, Suite 109
Concord, CA 94520
Phone: 925-925-0001
Email: apextruckdrivingschool@gmail.com or info@apextruckdrivingschool.com

If the written notice is mailed, the cancellation date will be the date the notice is deposited in the mail, if the notice is properly addressed, postage prepaid, and deposited in the mail.

Withdrawal Policy

Student Withdrawal

After the cancellation period, a student may withdraw from the program at any time by providing written notice. be submitted by written notice to Apex Truck Driving School. The written notice does not need to be in any particular form, but it must clearly show that the student wishes to withdraw or no longer wishes to be bound by the Enrollment Agreement.

Written notices may be submitted in person, by mail, or by email to:

Chief Academic Officer
Apex Truck Driving School
1070 Concord Ave, Suite 109
Concord, CA 94520
Phone: 925-925-0001
Email: apextruckdrivingschool@gmail.com or info@apextruckdrivingschool.com

If the written notice is mailed, the withdrawal date will be the date the notice is deposited in the mail, if the notice is properly addressed, postage prepaid, and deposited in the mail.

Administrative Withdrawal

A student may be terminated from the program for not meeting school standards, not following school rules, or not complying with the Enrollment Agreement.

Reasons for termination may include poor attendance, failure to meet academic or skills requirements, unsafe conduct, violation of school policies, failure to follow staff or instructor directions, failure to meet financial obligations, or failure to complete training within the required time.

A student involved in a vehicle accident, unsafe act, or misuse of school vehicles or equipment may be re-evaluated before continuing training. The incident may result in probation, dismissal, or termination of enrollment.

For the purpose of determining any refund due, the official termination or withdrawal date, whether a student withdrawal or an administrative withdrawal, shall be the student's last date of recorded attendance.

A student shall be deemed withdrawn or terminated from the program when any of the following occurs:

1. The school receives written notice of the student's intention to withdraw or discontinue training.
2. The school terminates the student's enrollment for violation of a published school policy that provides for probation, dismissal, or termination.
3. The student fails to attend scheduled classes or training for thirty (30) consecutive calendar days without an approved leave, written communication, or approval from the school.

If the school withdraws a student for lack of attendance, the withdrawal date used for refund calculation shall be the student's last date of recorded attendance.

Refund Policy

The institution shall issue a refund if the student cancels an enrollment agreement or withdraws during a period of attendance.

The refund policy for students who cancel shall be 100% of institutional charges, less a reasonable registration fee.

The refund policy for students who withdraw and have completed 60 percent or less of the period of attendance shall be a pro rata refund. The institution shall pay or credit refunds within 45 days of a student's cancellation or withdrawal.

A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.

For purposes of determining a refund, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in this institution's catalog.

The refund will be calculated based on the portion of the program not completed, less any properly disclosed and allowable non-refundable fees listed in the Enrollment Agreement and catalog. These may include books, supplies, technology access, and a registration or administration fee.

If a student withdraws after the cancellation period and has completed 60% or less of the period of attendance, the school will calculate a pro rata tuition refund based on the clock hours completed compared to the total clock hours in the program.

For clock-hour programs, the period of attendance is the entire educational program. If the student has completed more than 60% of the total scheduled program clock hours, tuition is considered earned and no tuition refund will be issued.

If any portion of tuition or fees was paid by a third-party lender, employer, sponsor, workforce agency, government program, or other third-party funding source, any refund due for the amount paid by that third party will be returned to the lender, third-party payer, agency, employer, sponsor, or other funding source, as applicable. Refunds will be issued directly to the student only for amounts actually paid by the student, after any required refund to a third-party payer has been calculated and processed.

If Apex Truck Driving School collected money from, or on behalf of, the student for transmittal to a third party, including fees for a license, application, examination, permit, or other third-party cost, and

the school has not paid the money to the third party at the time of the student's cancellation or withdrawal, that amount will be refunded to the student or third-party payer, as applicable.

Schedule of Classes

Apex Truck Driving School offers classes year-round, 12 months per year. Programs are offered on a flexible schedule and open enrollment basis. Class start dates and training schedules may vary based on student enrollment, instructor availability, vehicle availability, equipment availability, and school scheduling. Programs may start weekly, including Mondays, when available and approved by the school. Flexible scheduling may be available to help working students and students with different availability; however, all flexible schedules must be approved by the school.

Students will be provided their class schedule and training hours at or before enrollment. Any schedule changes will be provided to students in advance when possible. All students must complete the required program hours, training, assignments, and evaluations for their approved program before receiving a certificate of completion.

Apex Truck Driving School observes the following holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day

TUITION & FEES

Program	Registration Fee	STRF*	Tuition	Total Charges for the Period of Attendance
Class A CDL (160 Hours)	\$200.00	\$0.00	\$5,995.00	\$6,195.00
Class B CDL (120 Hours)	\$200.00	\$0.00	\$4,995.00	\$5,195.00
Class A Accelerated (80 Hours)	\$200.00	\$0.00	\$3,795.00	\$3,995.00
Class B Accelerated (80 Hours)	\$200.00	\$0.00	\$3,795.00	\$3,995.00
CDL Refresher (40 Hours)	\$200.00	\$0.00	\$2,295.00	\$2,495.00

Non-Refundable Fees

- **Registration Fee*:** \$200
- **STRF Fee**:** \$0 – *effective 4/1/2024 the STRF fee was reduced to \$0.00 per \$1000 of institutional charges.*

* *Nonrefundable.*

** *Nonrefundable after the cancellation period.*

Tuition is refundable according to the school's cancellation and refund policy. Non-institutional fees such as DMV fees, permit fees, medical exam fees, and drug testing fees paid directly to outside agencies are not controlled by the school, not paid to the school, and are not refundable by Apex Truck Driving School.

Additional Training After Scheduled Program Completion

The program tuition includes only the scheduled program hours listed in the Enrollment Agreement. If a student completes the scheduled program hours and does not pass the DMV skills test, or requests or requires additional training, additional training may be provided only if approved by Apex Truck Driving School and subject to instructor, vehicle, equipment, and schedule availability. Additional training fees are separate from any DMV, permit, retest, third-party testing, or other outside fees. Completion of additional training does not guarantee passing the DMV skills

Additional Training Rates:

Hourly Training: **\$125 per hour, minimum 2 hours**

10-Hour Skills Training Package: **\$1,000**

20-Hour Skills Training Package: **\$1,995**

PROGRAMS

Course Description California Education Code § 94909(a)(5)

Class A Commercial Truck Driving Program — 160 Hours

CIP Code: 49.0205

Course Description

The Class A Commercial Truck Driving program is designed to prepare students for entry-level employment as commercial truck drivers and to provide the knowledge and skills required to obtain a Class A Commercial Driver License.

Training includes classroom theory, hands-on practical training, vehicle inspection, range training, behind-the-wheel training, and public road driving. Instruction may include classroom instruction, reading assignments, audio/visual modules, the California DMV Commercial Driver Handbook, educational ELDT videos from CDL Power Suite, ELDT instructor and student manuals from J.J. Keller & Associates, Inc., instructor-developed lesson plans, observation, practical demonstrations, and behind-the-wheel instruction.

This program is designed to meet applicable Entry-Level Driver Training requirements established by the Federal Motor Carrier Safety Administration. Students receive training in the safe operation of Class A commercial motor vehicles, including tractor-trailer combinations, and are prepared for the required CDL knowledge and skills examinations administered by the California Department of Motor Vehicles.

Program Objective

The objective of this program is to train students to become safe, responsible, and professional entry-level commercial drivers. Instruction includes California DMV competencies required for a Class A commercial license and applicable endorsements.

Job placement assistance is available; however, employment is not guaranteed.

Student Learning Outcomes

Upon successful completion of the program, students should be able to demonstrate knowledge and/or skills in the following areas:

- CDL laws and regulations;
- Pre-trip and post-trip inspections;
- Air brake inspection and in-cab air brake testing;
- Basic vehicle control and shifting;
- Coupling and uncoupling;
- Straight-line backing;
- Offset backing;
- Parallel parking;
- Defensive driving and safe driving practices;
- Cargo securement and weight distribution;
- Logbook and ELD usage;

- Emergency procedures;
- Safe decision-making; and
- Professional communication.

To obtain a Commercial Driver License, students must pass the required DMV knowledge examinations and CDL skills test. Successful graduates receive a certificate of completion. Student records and transcripts are maintained by the school in accordance with school policy and applicable law.

Internships or externships are not required for this program.

Class Curriculum

Classroom Theory — 40 Hours

- Curriculum Overview
- Trucking Industry
- Driver Licensing Requirements
- Tractor-Trailer Components
- D.O.T. Regulations
- Coupling and Uncoupling
- Logbooks / ELD
- Pre-Trip Inspections
- Defensive Driving
- Vehicle Maintenance
- Accident and Fire Procedures
- Speed Management, Grades, and Stopping Distance
- Scales and Weight Distribution
- Extreme Driving Conditions
- Air Brakes
- Trip Planning

Practical / Behind-the-Wheel Training — 120 Hours

- Pre & Post Trip Inspection
- Air Brake Inspection and In-Cab Air Brake Test
- Basic Vehicle Control
- Straight-Line Backing
- Parallel Parking
- Shifting
- Vehicle Turning, Left and Right
- Coupling and Uncoupling
- Two-Lane Driving
- City Driving
- Highway / Interstate Driving
- Safe Lane Changes
- Railroad Crossing Procedures
- Hazard Perception and Defensive Driving

Program Completion / Graduation Requirements

To successfully complete this program, the student must:

1. Complete all scheduled program clock hours.
2. Maintain at least 90% attendance.
3. Achieve a minimum passing score of 70% or better on required written/theory examinations.
4. Successfully complete all required behind-the-wheel training, range/yard exercises, road training, and instructor evaluations.
5. Successfully pass the school's final skills evaluation, which is assessed on a pass/fail basis.

Exams and Passing Standard

Chapter exams, quizzes, written tests, assignments, or other evaluations may be given during classroom instruction and training. Students must receive a minimum passing score of 70% on required written tests, exams, coursework, or evaluations. Students who do not meet the minimum passing score may be required to review the material, complete make-up work, or retake the exam or evaluation as approved by the school.

CLASS B – Commercial Truck / Bus Driver Program with Passenger Endorsement **120 Hours | CIP Code: 49.0205**

Course Description

The Class B Commercial Truck & Bus Driver Program with Passenger Endorsement prepares students for entry-level Class B commercial driving. The program provides classroom instruction, hands-on training, range training, and public road driving.

Students learn CDL rules, safety procedures, vehicle inspection, basic vehicle control, air brakes, defensive driving, passenger safety, and safe operation of Class B commercial vehicles. The program is designed to meet applicable FMCSA Entry-Level Driver Training requirements and prepare students for the required DMV written and skills tests.

Program Objective

The goal of this program is to train students to become safe and responsible Class B commercial truck and/or bus drivers. Students receive training in DMV-required skills, safety rules, vehicle inspection, vehicle control, safe driving practices, emergency procedures, and behind-the-wheel driving.

To obtain a commercial driver license, students must pass the required written and behind-the-wheel driving exams through the California Department of Motor Vehicles.

Graduates who successfully complete the program receive a Certificate of Completion. Job placement assistance is available; employment is not guaranteed. Internships and externships are not required.

Student Learning Outcomes

Upon successful completion of the Class B CDL (120-Hour) Program, students should be able to demonstrate knowledge and/or skills in the following areas:

- CDL laws and regulations;
- Pre-trip and post-trip vehicle inspections;
- Air brake inspection and in-cab air brake testing (when applicable);
- Basic vehicle control and proper shifting techniques (if operating a manual transmission);
- Straight-line backing;
- Parallel parking;
- Safe turning, lane positioning, and maneuvering of a Class B commercial vehicle;
- Defensive driving and safe driving practices;
- Cargo securement and weight distribution, as applicable;
- Hours of Service (HOS), logbook, and Electronic Logging Device (ELD) usage;
- Emergency procedures and accident prevention;
- Safe decision-making and hazard recognition;
- Successfully perform the skills required to obtain a California Class B Commercial Driver License in accordance with FMCSA Entry-Level Driver Training (ELDT) standards and California DMV testing requirements.

Class B Curriculum

Classroom Training – 30 Hours

- Driver licensing requirements
- DOT regulations
- Logbooks
- Pre & Post-trip inspection
- Defensive driving
- Vehicle maintenance
- Accident and fire procedures
- Speed, grades, and stopping distance
- Extreme driving conditions
- Air brakes
- Passenger safety

Practical Training – 90 Hours

- Pre & post-trip inspection
- Straight-line backing
- Backing skills
- Air Brake
- Shifting
- Left and right turns
- Two-lane driving
- Interstate and City driving
- Range and road training

Program Completion / Graduation Requirements

To successfully complete this program, the student must:

1. Complete all scheduled program clock hours.
2. Maintain at least 90% attendance.

3. Achieve a minimum passing score of 70% or better on required written/theory examinations.
4. Successfully complete all required behind-the-wheel training, range/yard exercises, road training, and instructor evaluations.
5. Successfully pass the school's final skills evaluation, which is assessed on a pass/fail basis.

There is no internship or externship required for this program.

Exams and Passing Standard

Chapter exams, quizzes, written tests, assignments, or other evaluations may be given during classroom instruction and training. Students must receive a minimum passing score of 70% on required written tests, exams, coursework, or evaluations. Students who do not meet the minimum passing score may be required to review the material, complete make-up work, or retake the exam or evaluation as approved by the school.

80-HOUR CLASS A ACCELERATED BEHIND-THE-WHEEL SKILLS

Course Description

The 80-Hour Class A Accelerated Behind-the-Wheel Skills Program is designed for eligible students who already possess a valid Class A Commercial Learner's Permit, valid DOT Medical Examiner's Certificate, and proof of completed FMCSA ELDT theory training, unless the theory portion has already been provided and documented by Apex Truck Driving School.

This program focuses on hands-on Class A commercial motor vehicle operation, including pre-trip inspection, air brake inspection, backing maneuvers, range skills, public road driving, hazard awareness, and CDL skills test preparation. This program does not replace, reduce, or modify Apex Truck Driving School's currently approved Class A Commercial Truck Driving Program.

Program Objective

The objective of the 80-Hour Class A Accelerated Behind-the-Wheel Skills Program is to prepare eligible students to safely operate a Class A commercial motor vehicle and successfully demonstrate the skills required for the California CDL skills test. Training emphasizes vehicle inspection, air brake procedures, backing maneuvers, basic control, public road driving, hazard awareness, and safe driving practices.

Class Curriculum

Practical / Behind-the-Wheel Training

- Pre & Post Trip Inspection
- Air Brake Inspection and In-Cab Air Brake Test
- Basic Vehicle Control
- Straight-Line Backing
- Parallel Parking
- Shifting
- Vehicle Turning, Left and Right
- Coupling and Uncoupling
- City Driving / Highway / Interstate Driving

- Safe Lane Changes
- Railroad Crossing Procedures
- Hazard Perception and Defensive Driving

Program Completion / Graduation Requirements

To successfully complete this program, the student must:

1. Complete all scheduled program clock hours.
2. Maintain at least 90% attendance.
3. Achieve a minimum passing score of 70% or better on required written/theory examinations.
4. Successfully complete all required behind-the-wheel training, range/yard exercises, road training, and instructor evaluations.
5. Successfully pass the school's final skills evaluation, which is assessed on a pass/fail basis.

Exams and Passing Requirements

Students must complete all required program hours, maintain at least 90% attendance, complete all required behind-the-wheel training, and successfully pass instructor evaluations. Students must also pass the school's final skills evaluation on a pass/fail basis before completion documents are issued.

There is no internship or externship required for this program.

80-Hour Class B Accelerated Behind-the-Wheel Skills

Program Description

The 80-Hour Class B Accelerated Behind-the-Wheel Skills Program is designed for eligible students who already possess a valid Class B Commercial Learner's Permit, valid DOT Medical Examiner's Certificate, and proof of completed FMCSA ELDT theory training, unless the theory portion has already been provided and documented by Apex Truck Driving School. This program focuses on hands-on Class B commercial motor vehicle operation, including vehicle inspection, air brake inspection if applicable, basic control skills, backing maneuvers, public road driving, hazard awareness, and California Class B CDL skills test preparation. This program does not replace, reduce, or modify Apex Truck Driving School's currently approved Class B Commercial Truck Driving Program.

Program Objective

The objective of the 80-Hour Class B Accelerated Behind-the-Wheel Skills Program is to provide eligible students with focused, hands-on training needed to safely operate a Class B commercial motor vehicle. The program develops practical skills in vehicle inspection, air brake procedures (when applicable), basic vehicle control, backing maneuvers, range exercises, public road driving, hazard recognition, and CDL skills test preparation.

Class Curriculum

Practical Training – 80 Hours

- Pre & Post Trip Inspection
- Air Brake Inspection and In-Cab Air Brake Test
- Basic Vehicle Control
- Straight-Line Backing
- Parallel Parking
- Shifting
- Vehicle Turning, Left and Right
- Coupling and Uncoupling
- City Driving / Highway / Interstate Driving
- Safe Lane Changes
- Railroad Crossing Procedures
- Hazard Perception and Defensive Driving

Program Completion / Graduation Requirements

To successfully complete this program, the student must:

1. Complete all scheduled program clock hours.
2. Maintain at least 90% attendance.
3. Achieve a minimum passing score of 70% or better on required written/theory examinations.
4. Successfully complete all required behind-the-wheel training, range/yard exercises, road training, and instructor evaluations.
5. Successfully pass the school's final skills evaluation, which is assessed on a pass/fail basis.

Exams and Passing Requirements

Students must complete all required program hours, maintain at least 90% attendance, complete all required behind-the-wheel training, and successfully pass instructor evaluations. Students must also pass the school's final skills evaluation on a pass/fail basis before completion documents are issued.

There is no internship or externship required for this program.

40-HOUR FULL CDL REFRESHER COURSE – CLASS A / CLASS B

The 40-Hour Full CDL Refresher Course is designed for individuals who already hold a valid commercial driver's license and need refresher training before returning to commercial driving or improving current commercial driving skills. The course may be provided for Class A or Class B drivers, depending on the student's license class, training need, and available equipment. Training may include safety review, pre-trip inspection review, backing maneuvers, basic control skills, road driving, and instructor evaluation. This course is not intended for entry-level students seeking an original CDL and does not replace, reduce, or modify any currently approved Apex Truck Driving School program.

Curriculum / Training Areas

- Pre-trip inspection review
- Air brake review
- Safe operating procedures
- Range training
- Backing maneuvers
- Basic control skills

- Parking and yard safety
- Public road driving
- Traffic observation
- Lane changes, intersections, and turns
- Instructor evaluation
- Final skills evaluation

Program Completion / Graduation Requirements

To successfully complete this program, the student must:

1. Complete all scheduled program clock hours.
2. Maintain at least 90% attendance.
3. Achieve a minimum passing score of 70% or better on required written/theory examinations.
4. Successfully complete all required behind-the-wheel training, range/yard exercises, road training, and instructor evaluations.
5. Successfully pass the school's final skills evaluation, which is assessed on a pass/fail basis.

Note: DMV testing is not required for this program and is not included in the program.

Exams and Passing Requirements

Students must complete all required program hours, maintain at least 90% attendance, complete all required behind-the-wheel training, and successfully pass instructor evaluations. Students must also pass the school's final skills evaluation on a pass/fail basis before completion documents are issued.

There is no internship or externship required for this program.

Courses which Do Not Meet the Definition of Educational Program

This catalog includes programs that are approved by the California Bureau for Private Postsecondary Education and subject to the California Private Postsecondary Education Act of 2009 and others that are not. Certain rights and protections outlined in this catalog, including but not limited to student refund rights, cancellation rights, and Student Tuition Recovery Fund (STRF) eligibility, apply only to the following state approved programs:

BPPE-Approved Educational Programs:

- Class A CDL Training Program – 160 Hours
- Class B CDL Training Program – 120 Hours
- Accelerated Class A CDL Training Program – 80 Hours
- Accelerated Class B CDL Training Program – 80 Hours
- CDL Refresher Training Program – 40 Hours

Learning Instructions / Instructional Method

Instruction is provided through instructor demonstration, supervised behind-the-wheel practice, verbal coaching, safety correction, student performance observation, and skills evaluation.

Instructors will explain each skill, demonstrate the expected performance, supervise student practice, provide immediate feedback, and document student progress.

DMV Skills Test Attempts and Additional Test Service Fee

Apex Truck Driving School includes up to three scheduled DMV skills/drive test attempts in the student's program fee. These included attempts cover the school's instructor time, vehicle use, scheduling, and transportation/support for the student's DMV skills/drive test appointment, subject to DMV rules, instructor availability, vehicle availability, and school scheduling.

All DMV skills/drive test appointments must be scheduled by Apex Truck Driving School. Students are not permitted to schedule DMV skills/drive test appointments on their own. The school will schedule a DMV skills/drive test appointment only when the school determines that the student has completed the required training and is ready to test.

DMV fees, permit fees, licensing fees, retest fees, drug testing, DOT physical/medical examination, and any other third-party or government fees are the student's responsibility and must be paid directly by the student to the outside provider or agency. These fees are not collected or refunded by Apex Truck Driving School.

If the student does not pass within the three included DMV skills/drive test attempts, or if an additional DMV test appointment is needed for any reason not caused by the school, an additional DMV test service fee of **\$300 per appointment** will apply. This fee covers school vehicle use, instructor time, scheduling, travel, and related support for the additional DMV test appointment.

Additional training, if required or requested before another DMV test attempt, may be charged separately according to the school's published hourly or program rates.

Student Tuition Recovery Fund (STRF)

California Education Code § 94909(a)(14); 5 CCR § 76215

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.

The current STRF assessment is \$0.00 per \$1,000 of institutional charges. If the STRF assessment rate changes in the future, the school will collect the amount required by law.

Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education:

Bureau for Private Postsecondary Education
1747 N. Market Blvd., Suite 225
Sacramento, CA 95834

Website: www.bppe.ca.gov

Phone: (916) 574-8900 or (888) 370-7589

Fax: (916) 263-1897

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 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-collecting 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 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 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.

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 regarding STRF may be directed to the Bureau for Private Postsecondary Education.

Note: Authority cited: Sections 94803, 94877, and 94923, Education Code. Reference: Sections 94923, 94924, and 94925, Education Code.

Student Rights/Grievance Procedure

Students may file a grievance with the School Director orally or in writing during normal business hours, Monday through Friday, 8:00 a.m. to 4:30 p.m.

The School Director will review the complaint, interview involved parties when appropriate, review related documents, and make a reasonable effort to resolve the matter in a fair and reasonable manner.

Transcript Copies

Transcript copies may be requested in writing or in person by students. Transcript copies are available at a cost of \$10.00 per copy.

Complaints

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 using (916)574-8900 or by completing a complaint form, which can be obtained on the bureau's internet website:www.bppe.ca.gov

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private post-secondary institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached toll-free at (888) 370-7589 or at website www.osar.bppe.ca.gov

Questions

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.

Website 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

Financial Services Policies

Apex Truck Driving School provides financial information to students during the admissions and enrollment process. Students may contact school personnel for information regarding tuition, payment schedules, payment options, and payment deadlines. Once a student is enrolled, the school administrator is responsible for maintaining the student's financial records.

Financial Aid and Funding Disclosure

Apex Truck Driving School does not participate in federal Title IV financial aid or Cal Grant programs and does not offer private institutional loans. See the Federal or State Financial Aid Programs section for the full disclosure.

Students are responsible for paying tuition and fees according to the payment terms listed in the Enrollment Agreement. For short-term programs designed to be completed in one term or four months or less, the school may require payment of all tuition and fees on or before the first day of instruction, as allowed by California Education Code § 94918.

Student Loans

If a student obtains a loan from a third-party lender to pay for an educational program, the student is responsible for repaying the full amount of the loan plus interest, less the amount of any refund. Apex Truck Driving School does not currently participate in federal student financial aid programs.

Payment Plan Option

Apex Truck Driving School may offer payment plans to eligible students at the school's discretion. Payment plans are not loans, do not include interest, and do not change the total program charges or the school's Student's Right to Cancel, Withdrawal, and Refund Policy.

If approved, the student must pay 30% of the total program charges before starting training. The remaining balance may be divided into two or three equal payments, as approved by the school. All payment amounts and due dates must be listed in the Enrollment Agreement or approved payment schedule.

Failure to make payments on time may result in a hold on training, DMV test scheduling, other school services until the account is current.

Any refund, if applicable, will be calculated according to the school's Student's Right to Cancel, Withdrawal, and Refund Policy and the amount actually paid by the student or third-party payer.

Federal or State Financial Aid Programs

Apex Truck Driving School is not accredited and does not participate in federal Title IV financial aid programs, including federal student loans or grants. Apex Truck Driving School is also not approved to participate in Cal Grant programs.

The school does not provide loans or grants and does not guarantee that any student will qualify for outside funding. Approved third-party or workforce funding may be accepted only when authorized by the applicable agency or funding source.

Addendum