

Consumer Information

Graduation and Employment Rates

The following graduation and employment rates listed below are reported annually to the Accrediting Commission for Career Schools and Colleges (ACCSC). The rates were reported in October 2025.

Program	Students who started and are Eligible for Graduation	Number of Students who Graduated	Graduation Rate	Number of Graduates Eligible for Employment	Number of Students Employed in their field of Study	Employment Rate	Date Students Started Program
Automotive Technology	116	71	61%	68	58	85%	September 1, 2021, to August 31, 2022
Diesel Technology	114	67	59%	57	47	82%	September 1, 2021, to August 31, 2022
Commercial Truck Driving (1 month)	83	80	96%	78	64	82%	March 1, 2024, to February 28, 2025
Commercial Truck Driving (2 month)	32	32	100%	32	28	88%	January 1, 2024, to December 31, 2024
Marine & Recreational Vehicle Technology	51	33	65%	28	25	89%	September 1, 2021, to August 31, 2022
HVAC-R	47	28	60%	26	21	81%	September 1, 2021, to August 31, 2022
Diesel Advanced Technology Education (D.A.T.E)	5	3	60%	3	3	100%	April 1, 2021, to March 31, 2022

Emergency Preparedness Plan

Emergency Response/Evacuation Procedures

In the event of an emergency, students, faculty, and staff will be notified via text message. J-Tech will perform an annual test of the emergency/evacuation text messaging system. All students are responsible for updating their telephone numbers with the Administration.

NATURAL DISASTER PLAN

The President monitors the National Weather Service. In the event of impending severe weather at the facility, the following will occur:

- If a Hurricane Warning or Watch (defined below) takes place outside of normal business hours the President will determine if the campus will be closed. If the campus is closed all students, faculty, and staff will be notified via text message, Facebook and Instagram.
- If a Hurricane Warning or Watch takes place during normal business hours the President will determine if the campus will close. Each student, faculty, and staff member will be notified verbally or via text message, Facebook and Instagram that the campus will be closing.
- If severe weather or any other natural disaster such as tornado occurs during normal business hours the President will determine if the students, faculty and staff need to move away from the windows and move to a designated “Severe Weather Area” in the school.

Hurricane Watch – hurricane conditions (sustained winds of 74 mph or higher) are **possible** within the specified area. A **hurricane watch** is issued 48 hours in advance of the anticipated onset of tropical-storm-force winds in an area.

Hurricane Warning – hurricane conditions (sustained winds of 74 mph or higher) are **expected** within the specified area. A **hurricane watch** is issued 48 hours in advance of the anticipated onset of tropical-storm-force winds in an area

ACTIVE SHOOTER PLAN

Any event where a *firearm or any other weapon* is known to be involved, all employees and students are asked to contact the President and notify them of the situation. If the President is unavailable, please contact the Director of Education or Program Manager.

- If confronted by an armed/violent intruder, do ***not*** resist and follow their instructions.
- If you are able to run, run out of the building, warning others not to enter. As soon as you are safe, call 911 immediately and inform them of the following:
 - What is going on?
 - Location of incident
 - What type of weapon is involved?
 - How many people are involved?

If scene is not safe, stay out of danger area and wait for police to arrive.

- If you are unable to run and exit the building, the next safest option is to hide and stay quiet. If you are able use furniture or other heavy items to shield yourself from sight.
- As a very last resort, when you cannot safely exit the building or hide, use any objects to protect yourself against an attack.

BOMB AND TERRORIST PLAN

All bomb threats should be treated as though they are real. In the event that a bomb threat is received, the following steps should be taken:

- If a bomb threat has been received at the facility, the President shall initiate an emergency evacuation of the facility.
- Call 911 and report the bomb threat.
- If the bomb threat has been received via phone, the person taking the call should remain calm and obtain as much information from the caller as possible including the following:
 - How many bombs are there?
 - Where are they located?
 - When are they set to explode?

CIP Codes

Classification of Instructional Programs (CIP) is a taxonomic coding scheme for postsecondary instructional programs/fields of study that facilitates the organization, collection, and reporting of program data. The CIP was developed by the U.S. Department of Education's National Center for Education Statistics (NCES) and is the accepted federal government statistical standard on instructional program classifications and is used in a variety of education information surveys and databases.

Automotive Technology 47.0604

Diesel Technology 47.0605

Commercial Truck Driving 49.0205

HVAC-R 47.0201

Marine & Recreational Vehicle Technology 47.0618

Network Administration & Security 11.0101

Welding & Fabrication Technology 48.0508

Copyright Material and Infringement

Network Usage- The network is to be used in accordance with the mission of J-Tech as a tool to enhance education and is not available for unrestricted use for other purposes. The following policies address the proper use of J-Tech's network. These policies are subject to change.

1. Unauthorized networking equipment (such as routers and wireless access points, etc.) is prohibited from use on the network. Network services and wiring may not be modified or extended beyond their intended use. This policy applies to all institutional network infrastructure and services.
2. Users may not manually assign an IP address to any network device. Doing so may disrupt connectivity for other users.
3. Users of the J-Tech network may not provide access to resources on the local network to anyone outside of J-Tech for any purpose unless accomplished by means approved by the President.
4. Computer names, computer descriptions, and messages broadcast across the network should not be defamatory, lewd, or obscene.
5. Federal law prohibits the transmission (sharing) of copyrighted materials without express written permission from the copyright holder. Copyrighted works (including but not limited to original writings, software, movies and music) may not be shared on the local network without written permission of the copyright holder. Per Title 17 and Title 18 of US Code, penalties may include up to \$150,000 in civil liability and up to five years in prison for a first offense.
6. J-Tech prohibits the installation of peer-to-peer software such as but not limited to KaZaA, Napster, Gnutella, FreeNet, WinMX, Morpheus, AOL Messenger-AIM, MSN Messenger, ICQ, on any computing device connected to the institution's network. J-Tech reserves the right to restrict access to any service detrimental to J-Tech's technology resources. Attempts to bypass these restrictions will be considered a violation of this policy.
7. J-Tech does not allow network users to run unauthorized SMTP, DHCP, or directory services on any networks.

8. Defective, malfunctioning, compromised or misconfigured equipment on the network will be disabled without prior notification.
9. Unauthorized registration of a domain to a J-Tech IP address is prohibited. This includes but is not limited to direct DNS resolution and DNS aliasing.
10. Unauthorized hardware and/or software used to detect and/or exploit network vulnerabilities are forbidden on J-Tech networks.
11. Forgery or other misrepresentation of one's identity via electronic or any other form of communication is prohibited regardless of intent.
12. Violation of these policies will result in penalties up to and including expulsion.

DISCLAIMER From time to time this Technology Systems Usage Policy and related policies may be revised. The latest official copy of this policy is available from the Information Technology Services.

As most students know by now, record and motion picture companies are suing college students across the country for downloading and sharing music and movie files without the copyright holder's permission.

So what does this mean, exactly?

It means that when you download music and movie files from the Internet, unless you know for sure that the file isn't copyrighted, or receive permission from the copyright holder, you are taking a big chance, and can safely assume you are committing copyright infringement.

Downloading or distributing copyrighted material without the express permission of the copyright owner is copyright infringement and is against the law. Unless you receive actual express permission from the copyright owner, assume you do not have permission to download or share the file.

If you illegally download or share copyrighted material such as music or movie files, you could face legal action from the owner of the copyright for the work, which could mean many thousands of dollars in fines, as well as college disciplinary action.

Does it matter that you didn't know you were "sharing" the file?

No, it doesn't. Copyright infringement under federal law does not require intent, or even knowledge, on the part of the alleged infringer. Also, keep in mind that simply downloading a music or movie file without permission, whether it's shared, or not, is illegal. And again, if you share such a file without permission, whether you knew or intended to share it, or not, you can be held liable for copyright infringement under federal copyright law.

Because programs such as Limewire, BitTorrent, and Grokster are designed to allow for the sharing of files pretty much automatically-that's why they're called "peer-to-peer" programs- whenever you download a file using their software, it's probably going to be stored so that it can be accessed by anyone else having that software.

Many of the files found on such sites are made available for downloading and sharing without the copyright holder's permission. To protect themselves from liability, Limewire and other such peer-to-peer programs include a disclaimer stating that they do not condone copyright infringement and disclaiming any liability for downloading and sharing of files in violation of copyright law. In other words, they are making such files available to their users, but disclaim any copyright infringement liability which might result from files being downloaded and shared without the copyright holder's permission.

Again, by downloading and sharing a file you should assume you are committing copyright infringement, unless you have clear and express permission from the copyright holder.

How do people get caught, and why are colleges being targeted?

The Recording Industry of America (RIAA), a trade group made up of record labels such as Sony and RCA, is leading the charge in targeting university and college students in an attempt to curb what it deems to be illegal file sharing.

The RIAA and other copyright holders use automated methods to identify infringements and even small amounts of sharing can be detected and tracked to students' IP addresses.

The IP (Internet Protocol) address is assigned to each user by the ISP (Internet Service Provider).

J-Tech and other colleges and universities across the country are easy targets for the detection of illegal file sharing. Why? First, university and college ISP's tend to provide internet access at very high speeds, which facilitates quick and easy downloading and sharing of files. Second, college students are the demographic most likely to take advantage of free downloading and sharing of files.

The bottom line is that if you download music and movie files, you're probably breaking the law and setting yourself up for, at best, a costly settlement and, at worst, a very costly civil lawsuit.

How costly will it be if you're caught committing copyright infringement?

Currently, the RIAA is seeking \$750.00 per illegally downloaded file in cases that don't settle before a complaint is filed in federal court. Thus, if you download only ten songs, you may be responsible for \$7,500.00.

Then there is the settlement process, which will incur additional expense.

Family Education Rights and Privacy Act (FERPA)

In compliance with Public Law 93-380, “The Family Educational Rights and Privacy Act” (FERPA), the Institute has adopted policies and procedures which give students the opportunity to view their educational records upon request. Educational records mean those files, documents, and other material that contains information directly related to a student. Educational records do not include working papers concerning students, such as informal notes and other temporary notes of a similar nature that are in the sole possession of the faculty or staff and are not accessible or revealed to any other person. The College will not permit access to, or the release of, confidential information to any individual or agency without the express written consent of the student except as follows:

- to other school officials who have educational interest in the information
- to officials or another school where the student seeks or intends to enroll or is enrolled, representatives of the Comptroller General of the United States, the Secretary of Education or State and local educational authorities relating to financial aid and is necessary to determine eligibility for aid, determine amount of aid, determine conditions for the aid, enforce the terms and the conditions of the aid
- to State officials if required by State statute
- to organizations, conducting studies for educational agencies or institutions to develop, validate, or administer student aid programs or improve instruction. No personally identifiable information will be released except to representatives of the organization and the information provided to the organization will be destroyed when no longer needed for the study
- to accrediting agency to carry out accrediting functions
- to parents of a dependent student
- to comply with a judicial order or subpoena
- to meet a health or safety emergency
- to an alleged victim of a crime or violence regarding the final results of disciplinary proceedings against the alleged perpetrator of the crime

All disclosures of information will be recorded in the file and will include parties receiving information and the legitimate interests of the parties for inspection of the records.

Personally identifiable information which is designated as directory information includes a student’s name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities, degrees and awards received, and the most recent previous educational agency of institution attended.

Such Directory Information may be disclosed by the Academy for any purpose, at its discretion. Currently enrolled students may withhold the disclosure of any category of information under the

Family Educational Rights and Privacy Act of 1974, as amended. To withhold disclosure, written notification must be received in the President's office prior to the end of the second week in which the student begins classes.

J-Tech assumes that failure on the part of any student to specifically request the withholding of Directory Information indicates individual approval for disclosure. For additional information regarding the Family Educational Rights and Privacy Act of 1974, please contact;

Family Policy Compliance Office
U.S Department of Education
400 Maryland Avenue
Washington, D.C 20202-5901

Students may request to inspect and review his or her education records in writing to the President. They may also request, in writing to the President, if they are seeking amendments of their student records.

HIGH SCHOOL DIPLOMA-Determining the Validity

For admittance in accordance with our accrediting commission, ACCSC, J-Tech requires all students to provide evidence that the applicant possesses one of the following: a High School Diploma, a GED equivalent, a home-study certificate or transcript from a home-study program that is equivalent to high school level and is recognized by the student's home state or demonstrates the ability to benefit with passing scores on the Wonderlic Basic Skills examination (Commercial Truck Driving only). An applicant to any program who has not yet obtained a GED or who cannot provide proof of graduation may obtain GED testing information from the Admissions Department.

In the event that the validity of a high school diploma is questioned, these guidelines should be followed to help determine whether J-Tech may accept the diploma.

'Diploma Mill' is a term that refers to any entity that offers, for a fee, degrees, diplomas, or certificates, that may be used to represent to the general public that the individual possessing such a degree, diploma, or certificate has completed a program of education or training; and requires such individual to complete little or no education or coursework to obtain such degree, diploma, or certificate; and lacks accreditation by an accrediting agency or association that is recognized as an accrediting agency.

J-Tech keeps a record of any institutions known to be diploma mills and partners with Hart Investigations to ensure its practices result in fair and impartial assessments. If a high school's validity is in question either by the Secretary of Education or the institution, J-Tech will consider the following factors:

- The institution's website: are there indicators of education for a fee, correspondence (mail-in) training and testing as well as any other unusual inconsistencies? Does the institution require little coursework or little attendance to obtain a credential?
- Does the institution provide information about its corporation's location, its governance, or ownership
- Does the institution provide little or no contact information other than a telephone number or email address?
- Does the institution publish false or exaggerated claims of external quality review?
- If the institution does not have a website, the institution will need to be contacted by phone. If the institution cannot be contacted by internet or phone, this is an indication that the high school diploma is valid;
- Review high school transcripts to verify the extent of the coursework involved for the diploma the applicant is presenting;
- Determine the length of time to completion. How does this time frame correlate to the amount of coursework needed to complete high school?

The determination of the validity of a high school diploma is a collective effort based on a variety of factors. The President and the Director of Compliance & Oversight will make the final decision after taking into account the results of the research, including the use of outside agencies.