

ROADMASTER DRIVERS SCHOOL OF SAN ANTONIO, INC

7196 South W. W. White Road □ San Antonio, TX 78222 □ 210.648.8600 □ 800.831.1300

2014 CATALOG ADDENDUM

TYPICAL CLASS DAY SCHOOL HOURS

07:00 am	Class Start
08:55 am	Break
09:10 am	Class
12:00 noon	Lunch
1:00 pm	Class
2:55 pm	Break
3:10 pm	Class
6:00 pm	End of Class

NOTE: All make-up time and night driving must be

STUDENT SCHEDULE

Addendum to Roadmaster Catalog, Page 13, Class Schedule (Line 1). Catalog changes are as follows:

Students will be assigned one of the following full-time class schedules. The student's "Class Start Date" and "Class Ending Date" is documented on the Enrollment Agreement.

Schedule 1 — 160 Clock Hours — 4 Weeks

Monday-Thursday

Schedule 2 — 160 Clock Hours — 3 Weeks

Week 1 Mon-Thurs + Sat & Sun

Week 2 Mon-Thurs + Sat & Sun

Week 3 Monday-Thursday

TOTAL TUITION COST:

\$6,495.00

Includes: Seat Reservation and Books .

Optional Fees:

DOT Physical \$40.00

Drug Screen \$40.00

Background Check \$30.00

TX DPS Permit Fee \$11.00

TX DPS License Fee \$61.00

Lodging (shared room a day) \$40.00

Preapproved Individual Courses :

Calculated at \$40 per contact hour.

Incomplete Grade Policy: In addition to the Grading Scale listed on Page 14 of the Catalog, Roadmaster Drivers School of San Antonio, Texas, maintains a policy regarding an Incomplete Grade. Under *Texas Education Code, Section 132.061 (f)* a student who is obligated for the full tuition may request a grade of "incomplete" if the student withdraws for an appropriate reason unrelated to the student's academic status. The Incomplete Grade Policy allows a student who has received a grade of incomplete to reenroll in the school during the 12-month period following the date the student withdrew, and to complete the incomplete subjects without payment of additional tuition.

Readmission after Termination Policy: In addition to the Standards of Satisfactory Academic Progress, Roadmaster Drivers School of San Antonio, Texas, further defines the conditions of Readmission after Termination as a result of unsatisfactory progress. Under *Title 40, Texas Administrative Code, Section 807.221-244*, students terminated for unsatisfactory progress cannot be readmitted until a minimum of one grading period has passed.

Appeal Process/Grievance Procedure: The Roadmaster Appeal Process/Grievance Procedure is outlined in the Catalog on page 13, paragraph 3. Unresolved grievances may be directed to the Texas Workforce Commission, Career Schools and Colleges, Phone 512-936-3100, Room 226T, 101 East 15th Street, Austin, Texas 78778-0001.

Full-time Staff and Instructors

Name	Title	Credentials
Michael Laughy	School Director	18 years experience as School Director BS Degree
Meghan Gutter	Office Administrator	3 years experience
Maria Mireles	Finance & Placement Manager	11 years experience in proprietary schools MA Degree
Kim Cantu	Finance & Placement Assistant	12 years experience
Brandy Dzierzanski	Receptionist	1 year experience
Juan Maldonado	Admissions Representative	14 years experience
Kelly Stine	Admissions Representative	11 year experience B.B.A.
Juan "Rick" Reyna	Admissions Representative	10 years experience
Jennifer Caballero	Admissions Representative	9 years experience
Bruce Cochran	Admissions Representative	14 years experience
Michael Pappas	Admissions Representative	National Call Center
Michael St. John	Admissions Representative	National Call Center
Paul Szikszay	Admissions Representative	National Call Center
John McCray	Admissions Representative	National Call Center
Michele Glazer	Admissions Representative	National Call Center
Jimi Luke	Admissions Representative	National Call Center
Edward Goodwin	Director of Training	CDL, 46 years driving experience Master Instructor
Russell Vick	Lead Instructor	CDL, 25 years driving experience Master Instructor
Robert Huth	Instructor	CDL, 59 years driving experience Master Instructor
Ronnie Claypool	Instructor	CDL, 40 years driving experience Master Instructor
Donald "Jim" Stiffler	Instructor	CDL, 22 years driving experience Master Instructor
Juana DeHoyos	Instructor	CDL, 10 years driving experience Master Instructor
Roger Kincaid	Instructor	CDL, 22 years driving experience Master Instructor
Deborah Clark	Instructor	CDL, 10 years driving experience
George Crouch	Instructor	CDL, 37 years driving experience Certified Instructor
Stephen Aney	Instructor	CDL, 16 years. driving experience
Gregory Haugabrook	Instructor	CDL, 18 years driving experience
Kimberly Long	Instructor	CDL, 7 years driving experience

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

_____, School Director, Roadmaster Drivers School, San Antonio, Texas

Revised 01/01/2014