

## Grade Level Advancement Policy & Definition of Academic Year

### Grade Level Advancement

While it is understood that as a Diploma based, clock hours school, most of CPI's programs consist of only one academic year. However, for programs with more than one academic year (such as Practical Nursing and Medical Assistant), sufficient student progress must occur to achieve Grade Level Advancement to the second academic year.

To achieve grade level advancement for financial aid consideration, the student must make suitable academic progress for advancement to the next grade level. Suitable academic progress is defined as meeting the school's Satisfactory Academic Progress (SAP) Policy, as well as meeting all program grade, time, and attendance requirements for the program with which the student is enrolled.

### Academic Year

An academic year for CPI programs is set at a minimum of 26 weeks and 900 hours. CPI utilizes Borrower Based Academic Years (BBAYs), which are as follows:

Below represents the BBAYs for CPI programs (08/09):

- Practical Nursing: **1560 Total Program Hours**
  - Defined Academic Year: 900 hours / 26 weeks
    - 1<sup>st</sup> Academic Year: 900 hours / 27 weeks
    - Remainder of Program: 660 hours / 22 weeks
  
- Heavy Equipment Operations Program **608 Total Program Hours**
  - Defined Academic Year: 900 hours / 26 weeks
    - Enrollment Period 608 hours / 26 weeks
  
- HVAC/R Technology: **900 Total Program Hours**
  - Defined Academic Year: 900 hours / 26 weeks
    - Enrollment Period 900 hours / 36 weeks
  
- Precision Machine Technology: **900 Total Program Hours**
  - Defined Academic Year: 900 hours / 26 weeks
    - Enrollment Period 900 hours / 36 weeks

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- **Carpentry:** **900 Total Program Hours**
  - Defined Academic Year: 900 hours / 26 weeks
    - Enrollment Period 900 hours / 36 weeks
  
- **Masonry:** **900 Total Program Hours**
  - Defined Academic Year: 900 hours / 26 weeks
    - Enrollment Period 900 hours / 36 weeks
  
- **Structural Welding:** **900 Total Program Hours**
  - Defined Academic Year: 900 hours / 26 weeks
    - Enrollment Period 900 hours / 36 weeks
  
- **Diesel Technology:** **900 Total Program Hours**
  - Defined Academic Year: 900 hours / 26 weeks
    - Enrollment Period 900 hours / 36 weeks
  
- **Culinary Arts:** **900 Total Program Hours**
  - Defined Academic Year: 900 hours / 26 weeks
    - Enrollment Period 900 hours / 36 weeks
  
- **Collision Repair Technology:** **900 Total Program Hours**
  - Defined Academic Year: 900 hours / 26 weeks
    - Enrollment Period 900 hours / 36 weeks
  
- **Medical Assistant:** **1172 Total Program Hours**
  - Defined Academic Year: 900 hours / 26 weeks
    - 1<sup>st</sup> Academic Year: 900 hours / 38 weeks
    - Remainder of Program: 272 hours / 10 weeks
  
- **Cosmetology Program** **1250 Total Program Hours**
  - Defined Academic Year: 900 hours / 26 weeks
    - 1<sup>st</sup> Academic Year: 900 hours / 52 weeks
    - Remainder of Program: 350 hours / 22 weeks