MCC

MACHINIST CAREER COLLEGE

2026

MACHINIST TRAINING PROGRAM

JANUARY 31, 2026 TO DECEMBER 31,2026

Welcome to the Machinist Career College!

Welcome to Machinist Career College—where your future begins with the skills to build it.

You're about to embark on a transformational journey in precision manufacturing, one that will prepare you not only for a job, but for a lifelong career in an industry that shapes the world. Our program is designed to challenge, inspire, and empower you through immersive training, cutting-edge technology, and hands-on experience with real-world applications.

At MCC, we know that no two students walk the same path, which is why we've built a training environment that reflect our commitment to 360° student support. From day one, you'll be surrounded by instructors, coaches, and staff who are here to guide you—academically, personally, and professionally. Whether it's tutoring, career coaching, financial literacy, or mentorship, our goal is your success at every step.

Our instructors are experienced machinists and certified educators who bring passion, expertise, and care to the classroom and the shop floor. You will learn to safely operate industry-standard machinery, interpret technical blueprints, and apply precision techniques that today's manufacturers rely on. More than that, you'll be challenged to think critically, work collaboratively, and grow confidently into your role as a skilled trades professional.

Success in this program requires commitment, discipline, and drive—but you won't walk this journey alone. We're with you from enrollment through graduation, and beyond.

Welcome to a place where potential becomes power. Welcome to Machinist Career College—Built for You. Built for Industry.

General Information

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Introduction to Machinist Career College

Thank you for considering Machinist Career College as the next step in your professional journey.

This catalog is designed to guide you in making an informed decision about your future in advanced manufacturing. Inside, you'll find details about our programs, our campus, and the support services we provide to ensure your success. We encourage you to visit our facility, meet our instructors, and experience firsthand the environment we've created—one rooted in industry relevance, personalized support, and purpose- driven education.

Established in 1968 and reimagined as Machinist Career College, our institution has been transforming lives for over 50 years. Thousands of students—just like you—have walked through our doors with the desire to learn, grow, and succeed. And every one of them started with a decision: to show up, stay committed, and give it their all.

This is a fast-paced and immersive program. Each lesson builds on the next, giving you the technical foundation and practical experience needed to master the machinist trade. Your attendance and active participation are vital. Good work habits begin in the classroom, and your reliability, punctuality, and focus are traits that will carry directly into your career. We carefully monitor attendance and will provide support if you begin to fall behind—but consistent engagement is your responsibility and your key to success.

At MCC, you'll learn in modern classrooms, digital labs, and fully equipped shop floors, featuring both conventional and Computer Numerical Control (CNC) machinery. Our instructors are seasoned professionals with deep industry knowledge and a passion for teaching. You'll receive hands-on training, digital instruction, and access to wraparound student support services that reflect our 360° commitment to your success.

Upon successful completion of the program, students are awarded a Certificate of Completion in accordance with California state regulations. Certificates are issued within two weeks of graduation, following final grade compilation and administrative review.
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Machinist Career College is a private, nonpublic institution approved to operate by the Bureau for Private Postsecondary Education (BPPE). Approval to operate indicates compliance with California Education Code (CEC) and Title 5 of the California Code of Regulations (CCR).

All information contained in this catalog is current and correct and is so certified as true by:
Danielle Skinner
President, Machinist Career College

Catalog Availability and Updates

Machinist Career College reviews and updates its catalog **at least once annually** to ensure the accuracy and relevance of all information provided. The most current version is always available on our official website.

All prospective students receive a printed or digital copy of the catalog **during their initial campus tour and prior to enrollment**. Additional copies may be requested at any time, and the catalog remains accessible online for easy reference.

Institutional History

Since its founding in 1968, Machinist Career College has played a transformative role in preparing individuals for meaningful careers in the machining, tooling, and advanced manufacturing industries. With a legacy that spans more than five decades, the institution has helped nearly 80,000 students gain the technical skills, work ethic, and professional preparation required to enter and grow in high-demand trades.

The institution was originally established as the Los Angeles Chapter of the National Tooling and Machining Association (LA/NTMA) Training Center. Founded as a Trust in Boyle Heights, County of Los Angeles, the Training Center was created in partnership with the tooling and machining industry to address the critical need for skilled talent. Its mission was grounded in the belief that hands-on, industry-driven education could change lives—and fuel innovation.

In 1982, the LA/NTMA Training Center relocated to Norwalk, California to better serve the needs of a growing student population. Then, in 1999, the school expanded into the Inland Empire by opening a satellite facility in Ontario. That same year, in recognition of its increasingly regional footprint, the institution was renamed Training Centers of Southern California.

The school's reputation for excellence continued to grow, and in 1985, it received formal approval to operate from the Bureau for Private Postsecondary Education (BPPE), under the California Department of Consumer Affairs. In 2001, the institution earned institutional accreditation from the Accrediting Commission of Career Schools and Colleges (ACCSC), a national accreditor recognized by the U.S. Department of Education.

A New Era: Machinist Career College Under 4th Watch Educational Services

In March 2025, the institution entered a new era of purpose and progress under the leadership of 4th Watch Educational Services, a nonprofit organization deeply committed to workforce training, social impact, and educational equity. With this transition, the school adopted a new name that reflects both its roots and its forward-looking mission: Machinist Career College.

As part of this new chapter, the institution relocated its primary campus to a larger, more accessible facility at 1717 Grove Avenue in Ontario, California. This state-of-the-art location offers expanded shop space, upgraded technology, and modern classrooms designed to mirror the environments of today's manufacturing floors.

The transition brought more than just a name change or new address—it introduced a renewed institutional philosophy built on excellence in education, accountability, and wraparound student success. MCC now operates with a 360° student support model, providing apprentices with not only technical training but also access to trauma-informed coaching, financial literacy services, job placement support, and lifelong career navigation resources.

While much has evolved, the core mission remains unchanged: to train, equip, and elevate the next generation of machinists who will help power California's manufacturing future.

Machinist Career College has remained in good standing with all state and federal regulatory bodies. The institution has not filed for bankruptcy, has not operated as a debtor in possession, and has not been subject to any Chapter 11 proceedings under the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.) within the last five years.

Mission Statement

At Machinist Career College, our mission is to transform lives through hands-on, high-impact training that prepares individuals for meaningful careers in advanced manufacturing. We are committed to equipping our students with the technical skills, personal confidence, and industry awareness necessary to succeed in today's fast-evolving workforce. Our programs are driven by excellence, powered by purpose, and built to create economic mobility for the communities we serve.

Vision Statement

Machinist Career College envisions a national footprint of innovation and workforce transformation. We aim to open no fewer than nine additional campuses across the United States—each dedicated to supporting the technological advancement of the machining industry, expanding access to skilled trade education, and strengthening America's manufacturing future. We see a future where MCC graduates are not just job-ready, but industry-leading—shaping the tools, technologies, and systems that move our nation forward.

Safety First and Emergency Preparedness

Safety is a core value at Machinist Career College and an essential component of our training programs. All students are required to complete safety testing at the start of each training module. Our procedures are informed by Federal OSHA standards, state regulations, insurance guidelines, and decades of industry experience. A comprehensive Emergency Preparedness Plan is posted in each classroom, at reception, and in the instructor's office to ensure immediate access and awareness for all staff and students.

Accreditations, Approvals, and Memberships

Machinist Career College holds the following accreditations and regulatory approvals:

• **Approved to operate by the Bureau for Private Postsecondary Education (BPPE)** in compliance with California Education Code (CEC) and Title 5, CCR.

• **Approved for veterans and eligible dependents training** under Chapter 36, Title 38, U.S. Code (Sections 21.4253(d)(1) and 21.4254(b)).

• **Approved as a Registered Apprenticeship Program by the California Division of Apprenticeship Standards (DAS)** under the California Department of Industrial Relations.

• **Approved as a Registered Apprenticeship Program Sponsor by the U.S. Department of Labor (DOL)**, Office of Apprenticeship.

• **Designated for workforce referrals** by city, county, and regional vocational guidance and rehabilitation agencies.

• **Holds a Voluntary Education Partnership MOU with the U.S. Department of Defense (DOD)** and is eligible for Tuition Assistance (TA) under the DOD.

• **Operates as a private, nonpro it institution** committed to access, affordability, and workforce advancement.

Description of Facility

Machinist Career College's Ontario campus is a modern, fully equipped training facility designed to simulate real-world manufacturing environments and support student success across every phase of instruction.

The campus includes:

• Eight dedicated classrooms equipped for academic instruction and theory-based learning

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• Two computer laboratories featuring CAD/CAM workstations and CNC simulation software

• A spacious, fully operational machine shop outfitted with industry-relevant equipment

• A comfortable student break room and outdoor seating area for rest and peer connection

• On-site administrative and faculty offices to support open communication and student services

• A library and resource center providing access to machining references, instructional materials, and career development tools

• Over 45 parking spaces for students, faculty, and guests

Training is delivered using state-of-the-art machining tools and technologies, including:

• Vertical mills, manual lathes, surface grinders, drill presses, and wire EDM machinery

• CNC machining and turning centers used for hands-on programming and production exercises

• Granite surface plates and high-precision inspection equipment for measurement and quality control

All classrooms are equipped with audio-visual tools including digital projectors, televisions, and media players to accommodate a variety of instructional needs.

Each student receives a full set of required tools and materials, which may include: Dial calipers, micrometers, indicators, Allen wrenches, protractors, thread center gauges, steel scales, calculators, a toolbox, and aluminum stock for project fabrication.

This dynamic, professional-grade environment ensures that every MCC student is immersed in an industry-aligned setting that supports learning, skill mastery, and a seamless transition into the manufacturing workforce.

Administration

President	Danielle Skinner
CFO	Neeyah Francois
Director of Advanced Training and Apprenticeship	Marcie Correa
Director of Marketing and Community Outreach	Steven Castaneda

Admissions Requirements for Machinist Apprenticeship Program

Admissions Requirements and Procedures

Please note: Machinist Career College does not provide visa services and is not authorized to issue documentation for international student visas.

At Machinist Career College, we are committed to offering a welcoming and transparent admissions process that ensures each student is well-informed and fully prepared for enrollment. The following steps outline the requirements to apply:

1. Campus Tour
All applicants must complete an in-person tour of the College to explore our classrooms, equipment, and shop facilities while gaining a clear understanding of the program and student experience.

2. Admissions Interview
A one-on-one meeting with an Admissions Advisor is required to discuss your career goals, educational needs, and the expectations of the program.

3. Entrance Exam
Applicants must complete a scored skill assessment with a minimum score of 12.

4. Orientation Session
All applicants must attend an orientation session prior to enrollment, where they will be introduced to program expectations, student support services, and financial planning resources.

5. Pre-Enrollment Disclosures
Prior to signing an enrollment agreement, students will review the School Catalog and School Performance Fact Sheet(s). Institutional policies, outcomes, and consumer protections will be clearly explained.

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6. Minimum Age Requirement
Applicants must be at least 17 years of age. Students under 18 must provide parental or guardian consent and meet California's compulsory education requirement.

7. Enrollment Agreement
All applicants must review and sign a formal Enrollment Agreement, which outlines tuition, academic policies, attendance expectations, and institutional responsibilities.

8. Proof of Education
Applicants must submit documentation verifying high school completion, which may include:

- o High school diploma from an accredited institution
- o Official high school transcripts
- o GED or High School Equivalency (HSE) certificate

9. Dual Pathway or ATB Enrollment
Applicants who do not possess a high school diploma or its equivalent may still qualify through or (or both) of the two pathways:

o Dual Pathway Program: Students may enroll in the machining program while simultaneously completing their high school diploma through a partnered agency (details provided in this catalog). Dual enrollment is only required if interested in applying for federal financial aid.

o Ability to Benefit (ATB) Pathway: Students may demonstrate eligibility by passing the ACCUPLACER ATB Exam with the following minimum scores:

- o 233 in Reading
- o 235 in Writing
- o 230 in Arithmetic

Applicants using this option must also meet Federal Student Aid eligibility requirements to qualify for financial aid. Those who do not meet federal aid eligibility may still enroll by covering program costs out-of-pocket (see page 7 for details).

10. Registration Fee Payment
Applicants must submit the required registration fee or make arrangements for payment prior to attending orientation.

11. Financial Aid Services & Funding Consultation
Students interested in applying for military education benefits, or local work-force funding (ETPL, WIOA, etc.) will receive assistance from MCC's Financial Services Team or Student Services staff.

12. Student Support Services Introduction

During the admissions process, applicants will be introduced to our 360° Student Support Services model, including career coaching, tutoring, financial literacy, mentorship, and trauma-informed case management—ensuring holistic support from day one.

Admissions Criteria and Review Process

At Machinist Career College, we are committed to upholding a high standard of excellence in our admissions process. Every applicant is evaluated with care to ensure they are not only academically prepared but personally aligned with the values and expectations of our training programs. Our goal is to admit motivated individuals who are ready to succeed in a rigorous, hands-on learning environment and thrive in the manufacturing industry.

1. In-Person Admissions Interview

All applicants must participate in a face-to-face interview conducted by a member of our Admissions Team. During this meeting, we assess the applicant's motivation, career goals, and alignment with program objectives. This is also when the student is introduced to MCC's culture, policies, and expectations. Applicants receive a copy of the School Catalog, tour the campus, and are provided with all required disclosures and forms prior to enrollment consideration.

2. Skills Assessment & Proficiency Evaluation

To ensure readiness for the technical nature of the program, all prospective students must complete a program-specific assessment. These assessments evaluate core academic or mechanical competencies essential to success in the Machinist Training Program. Additional evaluations or interviews may be used as needed to verify aptitude and program fit.

3. Academic Credentials Verification

Applicants must provide documentation verifying completion of one of the following:

- A high school diploma from an accredited institution
- A GED or High School Equivalency (HSE) certificate
- Official transcripts showing graduation

Students who do not possess a high school diploma or equivalent may still be eligible for enrollment through MCC's Dual Pathway Program, which allows students to earn their high school diploma while actively participating in machining training.

4. Military-Affiliated Applicants

Active-duty service members and veterans may submit a DD214 form as proof of high school graduation, in accordance with federal and institutional guidelines.

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5. Application Review & Documentation
Each application is thoroughly reviewed to verify completeness, accuracy, and alignment with admissions standards. The review includes evaluation of academic records, placement exam scores, and all required disclosures and forms.

6. Applicant Recordkeeping
MCC maintains detailed records for every applicant, including admission documents, transcripts, entrance assessments, and supporting communications. These records ensure compliance with all regulatory standards and help support transparency throughout the admissions process.

Enrollment Checklist

To be officially enrolled at Machinist Career College, each applicant must complete the following steps:

- Submit a completed Application for Admission
- Successfully pass the required Entrance Exam
- Read and sign all mandatory disclosure forms, including the School Catalog and Performance Fact Sheet
- Review and sign the official Enrollment Agreement
- Pay the registration fee or make formal arrangements for payment prior to attending orientation

Recognized Alternative to a High School Diploma and Equivalent

Federal Student Aid Eligibility – Statutory Change Notification

Effective July 1, 2012, Public Law 112-74 revised the eligibility criteria for Federal Student Aid (FSA) for students who do not possess a high school diploma or its recognized equivalent. Under this law, all prior alternatives to establishing aid eligibility—except for the completion of a recognized homeschool program—were eliminated.

This change applies specifically to students who f**irst enroll in a program of study on or after July 1,** 2012, and who do not hold a high school diploma, GED, or qualifying homeschool credential. Students who fall into this category are **not eligible** to receive federal financial aid unless they qualify through a federally approved alternative such as the Ability to Benefit (ATB) pathway.

Applicants without a high school diploma or equivalent may:

- **Seek private financing independently** (Please note: Machinist Career College does not process private loans on behalf of students.)

Students choosing to pay cash and who have not completed high school or obtained a GED will be required to:

• Take and pass the ACCUPLACER Ability to Benefit (ATB) exam, administered by an independent, approved proctor

• Meet all other eligibility and enrollment requirements as outlined in this catalog

MCC encourages all prospective students to pursue a high school diploma or recognized equivalent. For those seeking to complete their GED, MCC provides access to a directory of local GED testing centers and offers additional guidance through our Student Services Department.

Natural Disaster Documentation Disclosure

Machinist Career College requires all students to provide proof of a high school diploma, GED, or an equivalent credential as part of the admissions process.

In the event that a prospective student is unable to provide documentation due to circumstances beyond their control—such as natural disasters including fires, floods, or other emergencies—they may still be considered for enrollment. In such cases, the applicant must successfully complete the ACCUPLACER Ability-to-Benefit (ATB) exam, meeting the minimum passing scores of 233 in Reading, 235 in Writing, and 230 in Arithmetic to demonstrate academic readiness.

Non-Discrimination Policy

Machinist Career College is committed to providing an inclusive, respectful, and equitable learning environment for all. The institution does not discriminate on the basis of race, color, ancestry, national origin, sex, gender identity, age, religion, disability, or marital status in any of its policies, admissions practices, or student services.

Any student with questions or concerns regarding this policy is encouraged to contact the College President for further information or support.

Language of Instruction

All instruction at Machinist Career College is conducted in English. MCC does not offer English as a Second Language (ESL) instruction, and English language proficiency is a required component of admission.

Proficiency can be demonstrated by one of the following:

Possession of a U.S. high school diploma, GED, or equivalent, or

A passing score on the ACCUPLACER Ability-to-Benefit (ATB) exam, with minimum scores of 233 in Reading, 235 in Writing, and 230 in Arithmetic,

Must also pass a skills assessment with a passing score of 12 for admissions in the Machinist Training program.

This ensures all students are equipped to engage with course content, safety protocols, and instructional communication at the level required for successful program completion.

or its equivalent must also pass a Wonderlic (Scholastic Level Examination) exam with a passing score of 12 for admissions in the Machinist Training program.

Transfer of Credit

Machinist Career College does not consider prior experiential learning or course work from other institutions transferable for credit units toward any program. Re-admitted students may apply previous coursework completed at Machinist Career College within the past 12 months contingent upon approval of the Campus Director.

Notice Concerning Transferability of Credits and Credentials Earned at our Institution

The transferability of credits you earn at Machinist Career College is at the complete discretion of an 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 certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you seek to transfer after attending MCC to determine if your credits will be accepted.

Articulation Agreement

Machinist Career College does not currently have an articulation agreement with any other postsecondary institution.

Please contact the educational institution you wish to attend after completion of the certificate program at Machinist Career College to determine if course work is transferable.

Please check with the Student Services Department as articulation agreements may change periodically.

School Calendar

Classes are conducted year-round. Starting dates are based on the availability of students for each program. (Refer to current class schedule.) Machinist Career College observes thirteen holidays each year on which no classes will be conducted. Subject to scheduling requirements, those holidays may include:

	Dec. 22, 2025 – Jan. 2, 2026	Winter Break
Wednesday	January 5, 2026	Classes Resume
Monday	January 19, 2026	Martin Luther King Jr. Day
Monday	February 16, 2026	President's Day
Monday	May 25, 2026	Memorial Day
Friday	June 19, 2026	Juneteenth Day
Friday	July 3, 2026	Independence Day
Monday	September 7, 2026	Labor Day Holiday
Monday	November 9, 2026	Veteran's Day
Wednesday	November 25, 2026	Floater Day
Thursday	November 26-27, 2026	Thanksgiving Break
	Dec. 24, 2025 - Jan.2, 2026	Winter Break
Monday	January 4, 2027	Classes Resume

The current Holiday Schedule may be requested at any time from a school administrator.

Schedule of Sessions

Classes are held Monday through Thursday, both during the day and in the evening with mandatory 20-minute breaks. (Listed below is the standard class schedule)

Hours of Instruction

Monday through Thursday Monday through Thursday
7:30 a.m. to 2:50 p.m.
3:00 p.m. to 10:20 p.m.

Classes are offered in both accelerated and standard formats. Contact the admissions department for more information.

Administrative Hours

Monday through Fridays 8:00 a.m. to 7:00 p.m.

Grading System

Here at Machinist Career College, you are graded on work performance in the classroom and shop. Students must demonstrate knowledge and skills learned in each of the four (4) modules to successfully complete the program. Students are required to pass weekly quizzes and final examinations that cover subject areas such as math and blue print read-

ing. Students are also required to make projects based on blueprints using the manual and CNC mills and lathes machines. Students must have a passing grade of 70% or more.

The grade equivalents are listed as follows:

90% to 100%	= A	4.0
80% to 89%	= B	3.0
70% to 79%	= C	2.0
60% to 69%	= D	1.0
Less than 60%	= F	0.0

Academic Units of Credit

The school uses the traditional system of clock hour to credit hour conversion.
The Machinist Training Program is a total of 905 hours with 725-hour classroom/lab hours and a 180 hours of outside assignments and homework, with instructional time receiving 43 quarter credit hours.

Conversions

One quarter credit hour is equivalent to 10 clock hours of lecture, 20 clock hours of lab. One clock hour equals a minimum of 50 minutes of instruction.

Satisfactory Academic Progress Policy

Students are assessed for satisfactory progress at periodic intervals (20, 40, 50, 60 , 80 and 100 percent). Students must maintain a 2.0 GPA each module. Students who fall below the satisfactory academic progress standards will be placed on "academic probation" for the next module and are notified in writing. If, at the end of the probationary period, the student has not corrected the progress deficiencies, the student will be terminated. If satisfactory progress is achieved during the probation period, the student is reinstated and no further action is required.

The maximum period that the student will be allowed to complete his/her educational objectives is one and one-half (1.5) times the credit hours required to complete the program. Leave of Absences are not counted in the maximum period.

A = 4.0	B = 3.0	C = 2.0
D = 1.0	F = 0.0	CR = Credit
NC = No Credit	E = Exam Credit	W = Withdrawal - No credit
I = Incomplete - No credit		

If a student does not meet the Satisfactory Academic Progress Policy, a Student Academic Improvement Plan (SAIP) will be implemented and monitored.

Performance Required For Graduation

The following requirements must be met to qualify for a certificate of completion in the schools training program: achieve a cumulative grade point average of 2.0 or higher and attend at least 80 percent of the scheduled hours of the program; be current on all payments to their student account, and complete all designated requirements of the program.

Educational Programs offered by Machinist Career College do not require licensing in this State.

Drug and Alcohol Prevention Policy

Machinist Career College supports and endorses the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act amendments of 1989. The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance or abuse of alcohol by a student on property or as part of any activity is prohibited. Any student of Machinist Career College found to be abusing alcohol or using, possessing, manufacturing or distributing controlled substances in violation of the law on property or at any events shall be subject to disciplinary action. Students who violate this policy may be subject to suspension and/or expulsion from Machinist Career College.

Copyright Infringement Policy

Machinist Career College requires all students and faculty to comply with applicable federal, state, and local laws, including copyright laws.

Copyright infringement is the act of exercising, without permission or legal authority. These rights include the right to reproduce or distribute copyrighted work.

In the file-sharing programs, context, downloading or uploading substantial parts of a copyrighted work without legal authority constitute infringement.

Violators of this policy will also be subject to penalties including administrative sanction and disciplinary action.

For more information, please see the Web site of the U.S. Copyright Office at www.copyright.gov and www.copyright.gov/help/faq.

Attendance

Students are expected to attend all classes. Regular attendance and punctuality prepares the student for a successful career. During the training, students are expected to arrange their schedule to make non-emergency appointments before or after hours. In case of an emergency or serious illness, MCC must be notified within the first hour of class operation or instruction each day of absence.

Students must attend at least 80% of the scheduled hours of the program for each module. If a student has not attended at least 80% of the scheduled class hours in any module, they will be placed on probation for the next module. If a student fails to meet the minimum attendance requirements during the probation period, the student will be notified in writing and may be terminated from the program. If minimum attendance requirements are met during the probation period, the student is removed from probation. Any student missing 10 consecutive class days will be dropped from their program.

Tardiness/Leave Early

All students are required to sign attendance rosters and be ready for instruction prior to the start of class. Students that are not present or ready for instruction before the start of class will be considered tardy. If a student is tardy or leaves early five or more times for the scheduled classes of the program for any grading period will be placed on Probation. Students will be notified in writing and they may be terminated from the program. If minimum tardiness /leave early requirements are met during the probation period, the student is automatically released from probation and no further action is required. If minimum tardiness/leave early requirements are not met during the probation period, the school will schedule a meeting with student regarding disciplinary action up to and including termination of the program. Students are responsible for making up the missed material covered or exams during the time missed due to tardiness or leaving early.

Privacy Act for Students

The Family Educational Rights and Privacy Act (FERPA) of 1974 entitles all students to review their records, including grades, attendance and advising reports. The school must permit a student to examine such records within 45 days after the school receives a written request from the student.

A student may request that the school amend his or her education records on the grounds that they are inaccurate, misleading or in violation of the student's rights or privacy. In the event the school refuses to so amend the records, the student may, after complying with the Student Complaint Procedure, request a hearing. If the outcome of a hearing is unsatisfactory to the student, the student may submit an explanatory statement for inclusion in his or her education record.

A student has the right to file a complaint with Family Policy Compliance, U.S.

Department of Education, Washington D.C. 20202-4605, concerning the school's alleged failure to comply with the Act. Student records are confidential and only such agencies or individuals authorized by law are allowed access without written permission of the student.

Warning Notification

A student receives a warning notification prior to being placed on any kind of probation; the notification is received verbally and in writing by the Campus Director and Student Services for the following session. The notification is documented and placed in their Academic File.

Make-up Work

Students that attend Machinist Career Colleges' Machinist Training Program will be required to make up all assignments, exams, or other work missed as the result of any absence. The student must make arrangements with the instructor to ensure that all work is made-up before the end of each module in which the work was missed.

Arrangements to take a missed exam must be made with the instructors within two days of returning from an absence. All arrangements are subject to approval by the Campus Director.

Conduct

Student Conduct Policy

At Machinist Career College, students are expected to conduct themselves with professionalism, integrity, and respect at all times—both on campus and during any school-related activities. As a career-focused training institution, we maintain a zero-tolerance approach to behaviors that jeopardize the safety, learning environment, or well-being of others.

Violations of the Student Conduct Policy include, but are not limited to:

- Damaging, defacing, or destroying school property
- Possession, use, or being under the influence of **illegal drugs or alcohol** on school grounds
- Cheating, plagiarism, or dishonesty on exams or assignments
- Acts of **violence, insubordination, or harassment** toward faculty, staff, or other students
- Use of **inappropriate, disrespectful, or offensive language or behavior**
- **Refusal to follow reasonable instructions from instructors** or staff
- Use of **cell phones or unauthorized electronic devices** during classroom or shop instruction
- Accessing non-school-related websites or content on school computers

Random drug testing may be conducted at any time. Students who test positive, or who violate any aspect of the conduct policy, may face immediate disciplinary action, including **suspension, Conduct Probation, or termination** from the program.

Conduct Probation

Students who violate the Conduct Policy may be placed on Conduct Probation by the Campus Director. Probation may be applied for the duration of the current module and is subject to review at the end of the period. During this time, the student is expected to demonstrate consistent improvement in behavior, communication, and professionalism.

At the end of the module, the Campus Director will review the student's performance and determine one of the following outcomes:

- Removal from Conduct Probation
- Continuation of probation into the next module
- Repetition of the current module
- Termination from the program

Students who make demonstrable improvements may have their probation lifted early at the discretion of the Campus Director. However, repeated or severe violations may result in permanent dismissal from the institution.

At MCC, we uphold the highest standards of behavior to reflect the expectations of the machining industry and ensure a safe, focused environment for all students.

Leave of Absence (LOA)

Machinist Career College understands that unexpected circumstances can arise during a student's training journey. In such cases, students may request a Leave of Absence (LOA) for valid reasons, including:

- Medical or mental health-related conditions
- Financial hardship
- Military duty or jury service
- Personal or family-related emergencies

All LOA requests must be submitted in writing using the official LOA Request Form prior to the anticipated start of the leave. Forms can be obtained from Student Services. The request will be reviewed by the Campus Director and Student Services, in collaboration with the Financial Aid Office to assess any impact on federal aid eligibility.

Important Notes:

- Only one LOA per 12-month period may be granted
- The LOA must be reasonable in duration, generally not to exceed 120 calendar days
- If the student has already missed 10 consecutive class days, a leave cannot be granted retroactively

• A LOA cannot be used to avoid academic or attendance-related dismissal
• Students who fail to return by their scheduled return date will be withdrawn from the program
• Students on LOA are still responsible for keeping their accounts current Federal loan recipients should be aware that failure to return from an approved LOA may trigger early loan repayment and reduce or eliminate any remaining grace period.

Course Repetition Policy

Students who wish to repeat a course or module due to an incomplete, withdrawal, or failed attempt must submit a Course Repetition Request Form through Student Services. All requests are subject to approval by the Campus Director, and repetition may be contingent on seat availability and academic standing.

Termination Policy

Students may be subject to termination from the program for the following reasons:

• Failure to maintain Satisfactory Academic Progress (SAP)
• Violation of the Attendance Policy
• Breach of the Student Conduct Policy

All terminations are reviewed by the Campus Director and are final unless appeal procedures are initiated.

Dismissal & Re-Admission Policy

Students who have been dismissed or dropped from the program due to unsatisfactory performance are generally not eligible for re-admission unless there are documented, extenuating circumstances (e.g., a medical condition or family emergency).

In such cases, students may submit a formal Re-admission Request for consideration by the Campus Director. If approved, the student may be re-enrolled under specific conditions, including academic or conduct probation.

Student Complaint & Grievance Procedure

Machinist Career College values transparency and encourages students to voice concerns in a respectful and constructive manner. The following process has been established to address formal student complaints or grievances related to grades, instruction, or other school matters:

Step-by-Step Process:
1. **Initial Discussion:**
Request a meeting with your Instructor to discuss the concern directly.

2. **Escalation:**
If unresolved, schedule a meeting with the Director of Training.
3. **Administrative Review:**
If still unresolved, request a meeting with the Campus Director.
4. **Written Grievance Submission:**
If the issue remains unresolved, submit a written grievance to the Campus Director. Students may use an Incident Report Form (available in the front office), though it is not required.
5. **Verification and Committee Hearing:**
The Campus Director will confirm whether informal resolution attempts were made. A Grievance Committee Hearing will be convened within 24 hours of receiving the grievance. The committee includes the Campus Director, Director of Training, and other relevant personnel.
6. **Hearing and Decision:**
All parties involved will present their perspectives during the hearing. A decision will be rendered within **one business day** and documented in writing.
7. **External Complaints (BPPE):**
Students or members of the public may file a complaint with the **Bureau for Private Postsecondary Education (BPPE)** by calling toll-free: **(888) 370-7589** or by visiting: www.bppe.ca.gov
Students are encouraged to review this catalog and the **School Performance Fact Sheet** prior to signing an enrollment agreement.

Any unanswered questions about the catalog or institution may also be directed to:
Bureau for Private Postsecondary Education (BPPE)
1747 North Market Blvd., Suite 225
Sacramento, CA 95834
Website: www.bppe.ca.gov

Veteran Services at MCC

At Machinist Career College, we proudly honor and support those who have served in the U.S. Armed Forces. We recognize the unique challenges veterans and their families may face during their transition into civilian life and are here to ensure that your educational experience is one of support, empowerment, and success.

We are committed to helping veterans, active-duty service members, and their eligible dependents access career training in the machining, tooling, and manufacturing industries.

Veteran Education Benefits Are Available If:

- You are a veteran of the U.S. military
- You are currently serving in the armed forces
- You are an eligible spouse or dependent of a veteran receiving VA education benefits

MCC has an on-campus School Certifying Official (SCO) dedicated to assisting students with VA benefit processing and eligibility. To connect with the SCO, please call (909) 740-3617.

To begin your VA education benefits application, visit: www.benefits.va.gov Or contact the VA Education Hotline: 1-888-442-4551

GI Bill® Trademark Policy

Machinist Career College complies fully with all guidelines issued by the U.S. Department of Veterans Affairs regarding the use of the GI Bill® trademark. The following policies are observed:

- MCC will not incorporate the GI Bill® trademark in its name, logos, domain, or product branding
- The term "GI Bill®" is used exclusively to promote official VA benefit programs, always accompanied by the ® symbol
- Any usage of the GI Bill® mark includes a trademark attribution notice, acknowledging that the mark belongs to the VA
- MCC does not imp y affiliation or endorsement by the VA unless formally established
- Any misleading, disparaging, or improper use of the GI Bill® trademark or similar wording is strictly prohibited

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information is available at https://benefits.va.gov/gibill

Office of Student Assistance and Relief (OSAR)

The Office of Student Assistance and Relief (OSAR) provides guidance and support to prospective, current, and former students of private postsecondary institutions in California. OSAR helps students:

- Understand their rights and responsibilities
- Make informed educational decisions
- Navigate relief options and available services

For assistance, please contact OSAR at:
Toll-Free: (888) 370-7589
Website: www.osar.bppe.ca.gov

Student Support Services

At Machinist Career College (MCC), operated by 4th Watch Educational Services, we believe that student success is not just a goal—it's a promise. Every student who walks through our doors deserves not only a quality education but also a team of dedicated professionals who are wholly invested in their growth, well-being, and future.

We operate with the firm belief that success doesn't happen in isolation. It takes support, encouragement, confidence-building, and opportunity. That's why we've designed a comprehensive suite of student support services to help each learner thrive from day one and beyond graduation

Why Student Support and Student Success Matter Deeply to MCC

At MCC, student support is the foundation of everything we do. We understand that many of our students are working adults, career changers, or individuals who have faced obstacles in traditional educational environments. That's why our support services are intentionally designed to be holistic, flexible, and deeply personal.

We don't just want students to pass; we want them to transform. We want them to leave our program confident, equipped, and proud—not just with skills in machining, but with a renewed belief in what's possible for their lives. We stand with our students through every challenge because we know that access, equity, and empathy are what truly make education transformative.

Building Confidence: The Core of Success

Confidence is the bridge between knowledge and action. Many of our students come to MCC with doubts—doubts about their abilities, about whether they belong, or about whether they can succeed. We counter those doubts with unwavering encouragement and intentional support.

From the first day of orientation to graduation day, our staff and faculty commit to building up every student's sense of self-worth and belief.

We help our students reframe their past setbacks, embrace their growth journey, and internalize the truth: they are capable, they are worthy, and they deserve this opportunity.

All-Day Friday Tutoring Services

We proudly offer All-Day Friday Tutoring, an open-door resource where students can get one-on- one or small group support every week. Whether a student needs help understanding a concept, reviewing a skill, or simply wants a safe space to ask questions without judgment, our tutoring team is here.

These sessions are designed to be approachable, empowering, and completely personalized. We don't see tutoring as a sign of struggle—we see it as a sign of commitment. And we're committed right back, every single Friday.

Career Readiness: Know What You Know & Project It

We teach machining, but we also teach presence. Career readiness at MCC includes helping students understand how to know what they know—to confidently articulate their skills, talk about their projects, and project professionalism.

Through mock interviews, resume development, and self-advocacy training, students learn how to present themselves to employers in a way that's genuine and impactful. We help them develop their personal pitch, identify their strengths, and walk into career opportunities with their heads held high.

Employer Bridge Building: Real Connections, Real Experience

Success in the workforce starts with exposure. MCC bridges the gap between classroom and career by actively creating opportunities for students to engage with real employers throughout their training. We regularly bring industry leaders and hiring decision-makers onto campus, and we ensure students have opportunities to speak with them directly. These employer interactions are more than meet-and-greets—they are confidence- building, expectation-setting, relationship-forming moments. We believe that by getting students used to being in the room with decision-makers, we prepare them to become decision-makers themselves one day.

Our Open Access Policy: Meeting the Moment, Every Time

MCC proudly upholds an Open Access Policy—our unwavering commitment to being readily available and accessible to our students. We meet the moment, whatever it may be. Whether a student needs guidance, a listening ear, or simply someone to believe in them, we are here.

Our doors are open, our ears are open, and our hearts are open. We offer consistent encouragement, practical support, and a steady presence in our students' lives. When students stumble, we help them stand. When they doubt, we remind them of their purpose. And when they want to give up, we stay right beside them until they remember why they started.

We believe every student deserves the opportunity to succeed—regardless of past mistakes, educational gaps, or the challenges they've faced. We believe in second chances. We believe in dignity. We believe in them.

Student Records

The Registrar's office maintains academic records of all course work completed at the school. Records are maintained on campus for five years. Official Transcripts are retained indefinitely and will be released only after receipt of a signed, written request from the students.

Disability Services

Machinist Career College promotes and ensures equal access to school programs and ser- vices, and activities for qualified students with disabilities. Due to the nature of the pro- gram offered at Machinist Career College, limitations are evaluated through the admission process. Students with disabilities are encouraged to contact the admissions department prior to enrollment. The admissions representative will review individual students with disabilities and ensure a strategic learning experience while maintaining the academic standards and mission of MCC. The facility is accessible for those requiring physical accommodations.

Career Services

At Machinist Career College, our commitment to your success doesn't end at graduation—it begins the moment you enroll.

Upon successful completion of the program, all graduates are eligible to receive Career Services support, which includes personalized job placement assistance and access to our extensive network of employers in the machining and manufacturing industries.

Throughout the program, MCC's dedicated Career Services Team will guide you through:
- Resume and cover letter preparation
- Interview coaching and mock interviews
- Job search strategies and application support
- Connections with employers actively seeking skilled machinists

We actively maintain partnerships with local and regional manufacturers and coordinate employment interviews for students nearing graduation. Our goal is to prepare you not just for a job—but for a career.

While Machinist Career College provides career development and placement assistance, employment cannot be guaranteed. Success in the job market depends on individual effort, job readiness, and employer requirements.

MCC's training programs are aligned with occupational pathways defined by the U.S. Department of Labor's Standard Occupational Classification (SOC) Codes, ensuring our graduates are well-prepared for roles that meet national workforce standards.

Machinist Training Program:	51-4040, 51-9160 and all subsets.
Conventional & CNC Machining:	51-4040, 51-9160 and all subsets
Advanced CNC Machining:	51-9160, 51-9161 and 51-9162
CNC Machining:	51-9160, 51-9161 and 51-9162
Advanced Mastercam:	51-9160, 51-9161 and 51-9162
Mastercam:	51-4040, 51-9160 and all subsets
Inspection Training:	51-9160, 51-9161 and 51-9162

Library and Resource Center

Machinist Career College has a Library and Resource Center available at the campus. The Library and Resource Center contains reference books and videos pertinent to student learning and the Manufacturing Industry. The Library and Resource Center is available on campus with student access per the hours listed below.

Hours of operation:
7:30 a.m. – 7:00 p.m. Monday - Friday

Student access is obtained by requesting access with Student Services, Director of Training or Night Manager and signing check-out sheet if checking out any resources.

Annual Security Report

Machinist Career College is committed to maintaining a safe and secure learning environment for all students, staff, and visitors. In accordance with federal regulations, MCC publishes an Annual Security Report outlining the institution's safety policies, crime reporting procedures, and a summary of reported criminal incidents that have occurred on or near campus.

This report is distributed each year to all enrolled students and current employees. It is also available upon request from any school administrator.

In addition, every October, MCC provides all students and staff with the most recent Campus Crime Statistics Report and an updated copy of the Campus Security Manual, ensuring everyone is informed and empowered to contribute to a safe campus environment.

U.S. Constitution Day

Each September 17th, the school recognizes this day by supplying students with a special lecture on the U.S. Constitution.

School Performance Fact Sheet

Machinist Career College is committed to transparency and informed decision-making. As part of that commitment, all prospective students receive a School Performance Fact Sheet prior to enrollment. This document provides detailed information on program outcomes, including graduation rates, job placement rates, and wage data for program graduates.

Graduation Rate

The graduation (or retention) rate is calculated using the following formula:

(Number of graduates ÷ Number of students available to graduate) × 100

Students are considered unavailable to graduate if they meet any of the following criteria during their enrollment period:

- Incarceration
- Activation for military service
- Death

Job Placement Rate

The graduate job placement rate reflects the percentage of program graduates who found employment in a related field, using this formula:

(Number of graduates employed ÷ Number of graduates available for employment) × 100

Graduates are considered unavailable for employment if they:

• Are incarcerated
• Are called to active duty in the military
• Pass away during the enrollment period
• Choose to continue their education at an accredited institution
• Are international students who either leave the U.S. or do not possess work authorization in the U.S.

Wage Data

Graduate wage outcomes are calculated by:

• Identifying the number of employed graduates
• Categorizing their hourly earnings into appropriate wage ranges
• Estimating annual salaries by multiplying the hourly wage × 40 hours/week × 52 weeks/year

This method ensures an accurate reflection of earning potential for full-time employment in the field.

Students may obtain a list of employment positions, determined to be within the field for which a student received education and training for the calculation of job placement rates, from either the Campus Director or the Career Services Department.

Students may obtain information used to substantiate the salary disclosure from either the Campus Director or the Career Services Department.

This fact sheet is filed with the Bureau for Private Postsecondary Education (BPPE).

Regardless of any information you may need relating to completion rates, placement rates, or starting salaries, this fact sheet contains information as calculated pursuant to State Law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education Located at: 1747 N Market Blvd., Suite 225, Sacramento, California, 95834.

Their contact information is as follows: Mailing address: P.O. Box 980818, West Sacramento, California, 95798-0818, Toll Free Number: (888) 370-7589, Telephone Number: (916) 574-8900, Fax Number: (916) 263-1897, website: www.bppe.ca.gov.

Program Name: Machinist Training Program Length: Five (5) months.

Total Program Costs: This program will cost $16,795 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting, but may have changed.

Total Program Cost are as follows:
• Tuition and Fees: $12,600.00
• Books and Supplies: $4,195.00

Licensure

Education programs offered at this institution does not lead to licensure. The state of California does not have licensure requirements for this profession. For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please go to the following website: https://collegescorecard.ed.gov/.

Grants

Institutional Grants – Need-Based Support

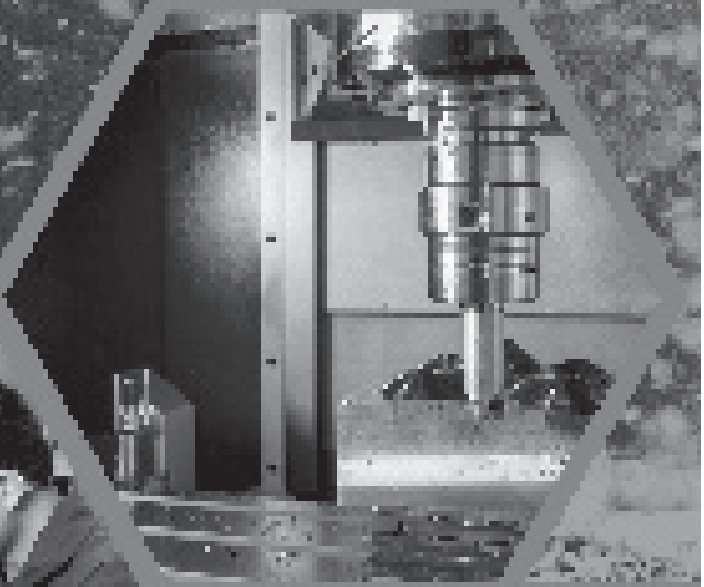
At Machinist Career College, we believe that financial barriers should never stand in the way of opportunity. Our institutional scholarships are designed to support students with demonstrated financial need, providing critical assistance to help offset the cost of tuition and reduce out-of-pocket expenses.

These grants are made possible through the generosity of industry partners and supporters who are committed to strengthening America's manufacturing workforce. By investing in our students, they are investing in the future of machining.
Grant eligibility is based on financial need and other criteria outlined in the program guidelines.

We encourage all prospective and current students who may benefit from additional financial support to contact Student Services or refer to this catalog for detailed application instructions, deadlines, and award criteria.

Let us help you take the next step—you bring the commitment, and we'll help remove the barriers.

MACHINIST TRAINING



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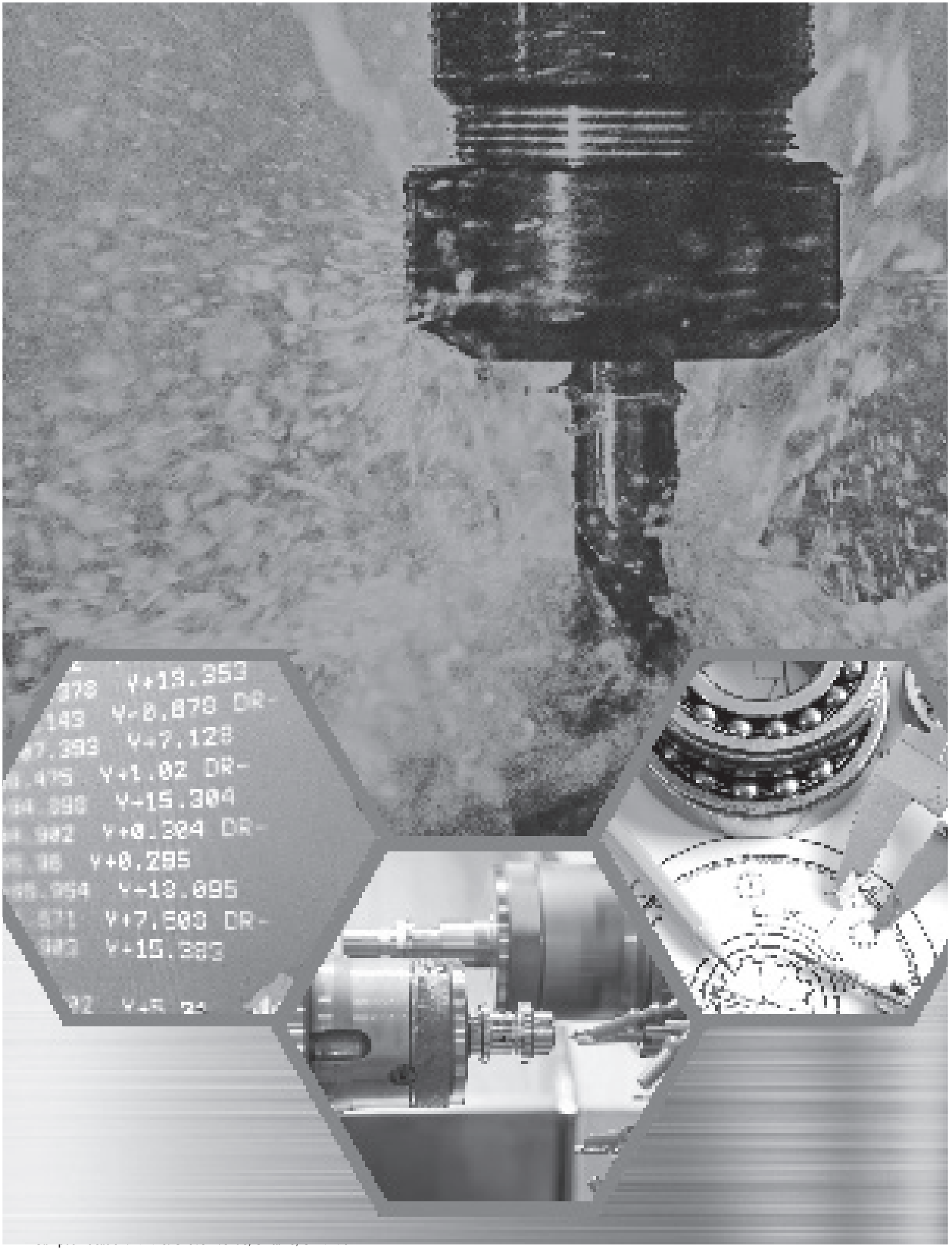
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Y+7.503 DR-
Y+15.383

State Aid & Workforce Programs

MCC also partners with several state-funded programs and local agencies to help qualified students receive financial assistance:

WIOA (Workforce Innovation and Opportunity Act)
TANF (Temporary Assistance for Needy Families)
TRA (Trade Readjustment Assistance)
Department of Rehabilitation (DOR)

Students interested in these programs should contact Student Services or their local workforce development agency to begin the application and referral process.

Tuition and Fees – Machinist Training Program

The following is a breakdown of the estimated costs for students enrolled in the Machinist Training Program at Machinist Career College. All students are responsible for the full tuition and associated program fees.

Estimated Charges for Current Enrollment Period:

Description	Amount
Registration Fee (Non-Refundable)	$100.00
Tuition	$12,500.00
Books	$945.14
Tools and Supplies	$3,249.86
Total Estimated Program Charges	$16,795.00

in an educational program within the 120 day period. before the program was discontinued.

Student Tuition Recovery Fund (STRF)

The State of California established the Student Tuition Recover 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."(b) In addition to the statement required under subdivision (a) of this section, a qualifying institution shall include the following statement in its school catalog: "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 the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd, Suite 225, Sacramento, CA 95834, (916) 574-8900 or (888) 370-7589. 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 has 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 quality for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF. A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Student's Right to Cancel

As a student of Machinist Career College, you have the right to cancel your enrollment agreement without penalty and receive a 100% refund of all institutional charges paid, excluding a non-refundable deposit or application fee not exceeding $250, if cancellation is made within:

- Seven (7) calendar days from the date of enrollment, or
- Seven (7) calendar days from the scheduled program start date, whichever is later.

If a student chooses to withdraw from the program by the end of the 7th calendar day following the first day of class, MCC will refund all institutional charges paid—less the applicable non-refundable deposit or application fee—without penalty or further obligation.

Students who continue beyond the cancellation period will be financially responsible for all tuition and fees retroactive to day one (1) of the program.

If written notice of cancellation is made by the evening of the 7th day after the first day of class, the school, without penalty or obligation, will refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed two hundred fifty dollars ($250).

Cancellation shall occur when the student gives written notice of cancellation to Machinist Career College, the Campus Director or Student Services Administrator at the address shown on top of the front page of the enrollment agreement. Students can submit this written notice by mail, hand delivery, or email. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it indicates that the student no longer wishes to be bound by the enrollment agreement and no later than the date received by the institution. MCC may administratively cancel a student enrollment if they fail to attend classes during the cancellation period and are unresponsive after the first week and fail to attend classes in the second week.

Any notice of cancellation/withdrawal are required to be made in writing and may be submitted in person or by mail to:

C/o College President Machinist Career College
1717 S. Grove Avenue
Ontario, CA 91761

Or by email: studentservices@mcc-education.org

Students are encouraged to keep copies of enrollment agreement, financial aid documents, receipts or any other information that documents your payments to the school.

Tuition Refund Policy

Students have the right to withdraw from a program of instruction at any time. For the purposes of determining the amount the student owes for the time attended, the student shall be deemed to have withdrawn from the program when any of the following occurs:

- Notify the College of withdrawal or the actual date of withdrawal; or
- The College terminates the enrollment; or
  Student is absent for 14 consecutive calendar days

If the student withdraws from the program after the period allowed for cancellation of the agreement the College will calculate whether a refund of tuition, fees, or supplies is due for the payment period. The refund amount will be the difference between earned charges and unearned charges for the payment period. Earned charges are calculated by

dividing the number of calendar days completed by the total number of calendar days in the payment period. The College will remit any required refund within 45 days following the withdrawal.

For students receiving funds through the Federal Student Aid program, unearned funds will be returned to the lenders or grant programs in the order required under Federal Law. For non-federal student financial aid program funds, the institutional/California state refund policy shall be a pro-rata refund of funds paid for institutional charges.

In addition to the Return of Title IV requirements for federal financial aid recipients, the institution is required by the State to calculate a prorated tuition refund for all students who have completed less than 60% of their period of attendance, regardless of whether or not the student received Title IV funds. However, the federal formula for Return of Title IV funds may result in a larger refund than the State tuition refund policy. In that case, the institution and/or the student must return the sum resulting in the larger of the two calculations to the appropriate Title IV program. Therefore, the student may, after Title IV funds are returned, owe a balance to the institution.

If the College has given the student any equipment, or other materials, the student shall return it to the College within 10 days following the date of the notice of withdrawal. If the student fails to return this equipment and other materials, in "like new" condition within the 10 day period, the College may deduct its documented cost from any refund that may be due to the student. Once the student pays for the equipment, it is the student's to keep without further obligation. In any event, students will never be charged more than the equipment charges stated in the contract.

Withdrawal from the Program

Students have the right to withdraw from a course of instruction at any time. For the purposes of determining the amount the student owes for the time attended, the student shall be deemed to have withdrawn from the program when any of the following occurs:

- Notify the college of withdrawal or the actual date of withdrawal; or
- The College terminates the enrollment; or
- Student is absent for 14 consecutive calendar days

If the student withdraws from the program after the period allowed for cancellation of the agreement the College will calculate whether a refund of tuition, fees or supplies is due for the payment period. The refund amount will be the difference between earned charges and unearned charges for the payment period. Earned charges are calculated by dividing the number of calendar days completed by the total number of calendar days in the payment period. The College will remit any required refund within 45 days following the withdrawal.

Non-Title IV Refund Policy

Non-federal aid recipients who withdraw or are dropped from the school during a period of attendance and the student completed 60% or less of the period of enrollment shall receive a pro rata refund.

Tuition and fees paid by a third party or on behalf of a student will be credited or refunded any monies due back to the same third party.

If tuition payments are paid by both the student and a third party any refund due will be sent to the third party first and any remaining monies will then be sent to the student.

Student Questions Regarding this Catalog

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution maybe directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd., Suite 225, Sacramento, CA 95834. www.bppe.ca.gov Toll-Free telephone number (888) 370-7589 or by fax (916) 263-1897.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Machinist Training

Machinist Training Program Overview

The Machinist Training Program at Machinist Career College is a fast-paced, immersive experience designed for individuals eager to build a strong foundation in the fundamentals of machining. This program equips students with the skills and confidence to operate a range of conventional machining equipment, including:

- Mills
- Lathes
- Grinders
- Drill presses
- Saws

Students also receive instruction in key areas essential to success in today's manufacturing environment, including:

- Workplace and machine safety
- Shop theory and industrial mathematics
- Quality control and inspection procedures
- Blueprint reading and interpretation
- Precision measuring instruments
- Introductory CNC operations

Training is delivered through a balanced combination of classroom instruction, computer lab work, and hands-on experience in the machine shop, ensuring that students develop both theoretical understanding and practical proficiency.

Graduates of this program are prepared to pursue entry-level employment as machine operators in the machining and tooling industry, with the ability to work on lathes, mills, grinders, drill presses, and related equipment.

Program Length

Classes are held four days per week, with both morning and evening standard scheduling options available. The program consists of 725 classroom hours and 180 hours of additional outside work, for a total of 905 instructional hours and 43 quarter credit hours.

Instructional time is divided into four comprehensive modules, each designed to progressively develop the student's knowledge, hands-on abilities, and workplace readiness. Each moduleincludes approximately 181–182 classroom/shop hours and 45 outside work hours. Students must achieve a passing grade in each module to successfully complete the program.

Maximum Number of Students

- Classroom lectures: Maximum of 20 students
- Shop/Lab: Maximum of 20 students

Machinist Career College Machinist Apprenticeship Program Overview: Modular Breakdown

Module I: Introduction to Machine Technology I

This foundational module introduces students to the basic principles of machining and manufacturing technology. Emphasis is placed on fundamental shop mathematics, blueprint reading, and essential shop theory. Students will develop proficiency in performing basic math operations including fractions and mixed numbers, and learn to interpret orthographic projections using both standard and metric blueprints. The module introduces students to precision measuring instruments such as calipers and micrometers, and students practice rounding decimal equivalents for combined operations. Safety training and hands-on learning with basic hand tools, drilling machines, and saws prepare students for working confidently and safely in a machine shop environment.

Module II: Conventional Machining & Basic CNC Fundamentals

This module expands on the basics by introducing students to key conventional machining processes and the fundamentals of CNC operations. Students begin applying algebraic expressions, proportions, and ratios to determine cutting speeds and feeds. Blueprint reading is advanced through the introduction of first and third angle projection methods, dimensional tolerances, and multi-view drawing interpretation. Students gain practical experience with fasteners and cutting fluids, and deepen their knowledge of lathe and mill setup, safety procedures, and operational controls. Additionally, students are introduced to thread cutting techniques, the composition and use of grinding wheels, and foundational trigonometry as applied to machining operations involving angles, circles, and triangles.

Module III: Intermediate to Advanced Conventional & CNC Machining

In this module, students transition into more advanced machining processes and concepts, continuing their development in both manual and CNC technologies. Students explore secondary machining operations, material properties, and heat treatment processes. Blueprint reading skills are sharpened to include the interpretation of threaded components, surface finish symbols, and reference dimensions. CNC principles are introduced in greater depth, including a full understanding of the Cartesian coordinate system, spatial recognition, and movement logic used in CNC equipment. Students begin creating and interpreting basic CNC programs using both absolute and incremental positioning, and gain hands-on experience in machine setup using jigs, fixtures, and measurement tools to support quality control standards.

Module IV: Advanced CNC Machining & Emerging Technologies

The final module prepares students for entry into the modern manufacturing workforce

through mastery of advanced CNC techniques and exposure to emerging technologies. Students engage in complex CNC mill and lathe programming, complete with setup, operation, and first article inspection procedures. Analytical geometry is introduced through advanced blueprint reading, alongside Geometric Dimensioning and Tolerancing (GD&T) concepts such as datum identification, form tolerances, locational tolerances, and runout. Students are introduced to CNC Wire Electrical Discharge Machining (EDM), and learn about the integration of robotics and automation in modern machine shops, including the use of portable Coordinate Measuring Machines (CMMs) for advanced quality assurance.

Schedule

See Schedule of Classes or call the Machinist Career College facility for details. The Machinist Training program taught at Machinist Career College is the key to the knowledge required to succeed as a machinist, including:

Mathematics:

a. Basic mathematics featuring the use of whole and fractional numbers.
b. Decimal equivalents for shop fractions.
c. Decimal numbers and use of calculators.
d. Metric measurements and conversion of metric to standard and standard to metric.
e. Basic algebra as applied to formula and arranging formula for use in calculating shop measurements. The understanding of Algebra is the first key to learning and using shop mathematics.
f. Plane geometry including the Pythagorean Theorem. Geometry is the second key to success in machinist training. Geometry is the most important of the math skills and is essential for reading and understanding shop drawings and blueprints.
g. Trigonometry is the final key to success in being successful in the machine tool industry. You will learn how to calculate angles, find the length of triangle sides and do mathematics required to operate CNC machines.

Blueprint Reading (The language of the machine shops and manufacturing):

a. Basic types of blueprint lines and their applications
b. Setup and arrangement of the drawing views.
c. Finding missing views and lines.
d. Geometric Dimensioning and Tolerancing for interpretation of drawing dimensions.
e. Reading part and assembly drawings to be able to find dimensions required to machine

Shop Theory:

a. Safety First rules and requirements are stressed from the first day of class. You are taught method of handling sharp tools, lifting material, working on drill presses, operating lathes and milling machines.
b. Machine operation theory, which will include spindle speeds and machine feeds for various materials.
c. Threading and the thread forms used in the manufacturing industries.

d. Tooling and Fixturing used in the machine shop.
e. Materials used in manufacturing and the machining characteristics of the materials.

Computer Numerical Control:
a. Basic codes and commands for operation of the CNC equipment.
b. Programming examples and lessons on how to program and understand the programming commands.
c. Machine startup and setup procedures, both Milling machines and lathes.
d. Setting tool length offsets.
e. Setting part offsets.
f. Basics of CAD-CAM programming.

Outside Class Hour Objectives

During the progression of this course, approximately 36-hours of outside class hours will be assigned for each of the modules specified for the mastery of the lesson in mathematics for machine technology, blueprint reading, shop theory, and project creation. This includes outside work in technical mathematics, blueprint interpretation, and shop theory in the utilization of part creation and inspection techniques, and various reading assignments.

MCC
MACHINIST CAREER COLLEGE

Advanced Machinist Training Courses

- **CNC Machining (144 hours)**
- **Advanced CNC Machining (144 hours)**
- **Mastercam (144 hours)**
- **Advanced Mastercam (144 hours)**
- **Inspection (144 hours)**
- **Conventional and CNC Machining (315 hours)**
- **Level 1 Inspection (40 hours)**

These courses are not ACCSC accredited.

Admission Requirements for Advanced Training Courses

Applicant must:

• Be interviewed by an Admissions Representative
• Tour the campus and have school policies and other pertinent information explained.
• Review the School Performance Fact Sheet and hard copy of the school catalog prior to enrollment
• Must have basic knowledge of shop mathematics and blue print reading and able to read and write in English
• Must have at least 6 months experience and/or education in machining.

The school requires a personal, on-campus interview with each applicant prior to acceptance into any program. The school encourages parents and spouses to attend the interview. This gives applicants and their families the opportunity to see the campus' equipment and facilities and to ask specific questions relating to the school, the curriculum, and the career training being considered. The personal interview also gives the school the opportunity to meet prospective students and evaluate their qualifications and aptitude.

MCC admits students from outside countries and are supporters of the opportunities created that are a construct of an active student population; and those who elect to pay cash for their education are not subject to verification of their VISA and/or citizenship status. However, students who choose to participate in the federal financial aid program, or any other state or federal funding, must adhere to that programs international student eligibility policy.

Transfer of Credit

Machinist Career College does not consider prior experiential learning or course work from other institutions transferable for credit units toward any program.

Notice Concerning Transferability of Credits and Credentials Earned at our Institution

The transferability of credits you earn at Machinist Career College is at the complete discretion of an 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 certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at the institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you seek to transfer after attending Machinist Career College to determine if your credits will be accepted.

Machinist Career College Advanced Training Program has not entered into any articulation agreements with any other educational institution.

State Student Aid Programs

Machinist Career College participates in state funded financial aid such as WIOA ITA-TRA and ETP.

ADVANCED TRAINING PROGRAMS CNC Machining (144 hour)

Scope and Objectives

This introductory class to CNC (computer numerically controlled) machining is designed for experienced machinists and machine operators, who need or want to update their skills in CNC operations, setups, and programming. Students learn to program, setup, and operate CNC lathes and mills. They are taught programming commands (machine commands and addresses), sequence of operations in CNC machining and programming, and data transfer from computer to CNC machine.

Students also learn the fundamental use of a computer-aided manufacturing (CAM) system. Instruction time is divided between classroom, computer lab, and shop, providing an unusual blend of practical theory and hands-on experience. Upon graduation, students are able to perform setups of moderate complexity in CNC machining and turning centers. CNC graduates may find beginning to intermediate- level work in the machining trade as a CNC machinist.

Program Hours - Program Sequence

44 hours lecture +100 hours lab =144 hours.

Program Length

Classes are 8 hours on Saturdays for 18 weeks, a total of 144 hours of training or 4.5 hours two nights per week for 16 weeks, a total of 144 hours of training.

ETP Requirements

Students enrolling in classes through the ETP state funded program must meet the fol-

lowing criteria:

• Must be on company's payroll and employed full-time, working a minimum of 35 hours per week in the machinist trade.
• Must earn a minimum wage rate per hour required by ETP.
• Students' employers must fill out and sign a Certification Statement (CS) and Retraining Enrollment Agreement form.
• Must have basic knowledge of shop mathematics and blue print reading and able to read and write in English.

Class Size
Maximum 20 trainees

Estimated Schedule of Total Charges for the Entire Educational Program
Tuition for the program is charged for a 16 or 18 week time period.

I. The following approximate cost applies to programs paid for by the student:

Registration Fee (non-refundable):	$ 125.00
Books:	$ 350.00
Materials and Supplies:	$ 320.00
Application Fee:	$ 25.00
Tuition:	$4,375.00

Estimated Schedule of Total Charges for Entire Educational Program $ 5,195.00

II. The following applies to programs funded by the State of California:
a. Employer has an in-kind contribution of $500.00, which includes the cost of the book.
b. Students are not required to pay tuition for this program. Payment is based on a contract with the State of California.

Grading System
Successful completion of this program requires passing assigned classwork and tests. No letter grade is awarded for this program. This program is a pass/fail structure.

Schedule
For schedule call Marcie Correa, Director of Advanced Training (562) 404-4295 ext. 131

Advanced CNC Machining (144 hour) Program

Scope and Objectives

Advanced CNC Machining is offered for students who desire to attain greater proficiency in CNC machining. Mastercam is the CAD/CAM system used to teach students to program multiple-part locations and multiple operations per setup; macro and conditional program statements; and advanced canned cycles. Students are taught to upload and download files to machine stations and other computers.

Instruction time is divided between classroom, computer lab, and shop, providing an unusual blend of practical theory and hands-on experience. Students are able to perform complex setups in CNC machining, including CAD/CAM operations upon graduation and may find advance-level work in the machining trade.

Program Hours - Program Sequence

60 hours lecture + 84 hours lab =144 hours.

Program Length

Classes are 8 hours on Saturdays for 18 weeks, a total of 144 hours of training or 4.5 hours two nights per week for 16 weeks, a total of 144 hours of training.

ETP Requirements

Students enrolling through the ETP state funded classes must meet the following criteria:

• Must be on company's payroll and employed full-time, working a minimum of 35 hours per week in the machinist trade.
• Must earn a minimum wage rate per hour required by ETP.
• Students' employers must fill out and sign a Certification Statement (CS) and Retraining Enrollment Agreement form.
• Must have basic knowledge of shop mathematics and blue print reading and able to read and write in English.

Program Prerequisites

Must have completed the CNC Machining class from the Machinist Career College.

Class Size

Maximum 20 trainees

Estimated Schedule of Total Charges for the Entire Educational Program

Tuition for the program is charged for a 16 or 18 week time period.

I. The following approximate cost applies to programs paid for by the student:

Registration Fee (non-refundable):	$ 125.00
Books:	$ 350.00
Materials and Supplies:	$ 320.00
Application Fee:	$ 25.00
Tuition:	$4,375.00

Estimated Schedule of Total Charges for Entire Educational Program $ 5,195.00

II. The following applies to programs funded by the State of California:
a. Employer has an in-kind contribution of $500.00, which includes the cost of the book.
b. Students are not required to pay tuition for this program. Payment is based on a contract with the State of California.

Grading System
Successful completion of this program requires passing assigned classwork and tests. No letter grade is awarded for this program. This program is a pass/fail structure.

Schedule
For schedule call Marcie Correa, Director of Advanced Training (562) 404-4295 ext. 131.

Mastercam (144 hour)

Scope and Objectives
This program is designed to train students to a higher level of competency in the operation and programming of CNC machines through the instruction of Mastercam CAD/CAM. Students learn the use of the CAM system to create and edit programs from blueprints, construct programs using 2D tool paths, and generate programs to construct wire frame models. Students also learn surface modeling, derived and composite surfaces, and make machine parts using learned programming skills. Mastercam graduates may find work at machine shops in the Southern California area operating and programming CNC equipment.

Program Hours - Program Sequence
119 hours lecture + 25 hours lab = 144 hours.

Program Length
Classes are 8 hours on Saturdays for 18 weeks, a total of 144 hours of training or 4.5 hours two nights per week for 16 weeks, a total of 144 hours of training,.

ETP Requirements
Students enrolling through the ETP state funded classes must meet the following criteria:

• Must be on company's payroll and employed full-time, working a minimum of 35 hours per week in the machinist trade.
• Must earn a minimum wage rate per hour required by ETP.
• Students' employers must fill out and sign a Certification Statement (CS) and Retraining Enrollment Agreement form.
• Must have basic knowledge of shop mathematics and blue print reading and able to read and write in English.

Class Size
Maximum 20 trainees

Estimated Schedule of Total Charges for the Entire Educational Program
Tuition for the program is charged for a 16 or 18 week time period.

I. The following approximate cost applies to programs paid for by the student:

Registration Fee (non-refundable):	$ 125.00
Books:	$ 350.00
Materials and Supplies:	$ 320.00
Application Fee:	$ 25.00
Tuition:	$4,375.00

Estimated Schedule of Total Charges for Entire Educational Program $ 5,195.00

II. The following applies to programs funded by the State of California:
a. Employer has an in-kind contribution of $500.00, which includes the cost of the book.
b. Students are not required to pay tuition for this program. Payment is based on a contract with the State of California.

Grading System
Successful completion of this program requires passing assigned classwork and tests. No letter grade is awarded for this program. This program is a pass/fail structure.

Schedule
For schedule call Marcie Correa, Director of Advanced Training (562) 404-4295 ext. 131.

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MACHINIST CAREER COLLEGE

Advanced Mastercam (144 hour)

Scope and Objectives

The students will improve their 2D tool-paths and learn how to generate advance tool paths with 3D surface models. The student's competency will advance them into 4th and 5th axis programing. They will learn mill turning and learn how to adjust post processors or other CNC machines in the machine shop. Students will learn Solid Modeling as a tool for the designing of machine parts. Advanced Mastercam graduates may find work at machine shops in advanced designing, 4th & 5th axis programming, solid molding, in CNC programming positions, engineering of parts and working with Quality Control Engineers.

Program Hours - Program Sequence

123 hours lecture + 21 hours lab = 144 hours.

Program Length

Classes are 8 hours on Saturdays for 18 weeks, a total of 144 hours of training or 4.5 hours two nights per week for 16 weeks, a total of 144 hours of training.

ETP Requirements

Students enrolling through the ETP state funded classes must meet the following criteria:

• Must be on company's payroll and employed full-time, working a minimum of 35 hours per week in the machinist trade.
• Must earn a minimum wage rate per hour required by ETP.
• Students' employers must fill out and sign a Certification Statement (CS) and Retraining Enrollment Agreement form.
• Must have basic knowledge of shop mathematics and blue print reading and able to read and write in English.

Program Prerequisites

Must have completed the Mastercam class from the Machinist Career College.

Class Size

Maximum 20 trainees

Estimated Schedule of Total Charges for the Entire Educational Program

Tuition for the program is charged for a 16 or 18 week time period.

1. The following approximate cost applies to programs paid for by the student:

Registration Fee (non-refundable):	$ 125.00
Books:	$ 350.00
Materials and Supplies:	$ 320.00

Application Fee:	$ 25.00
Tuition: `	$ 4,375.00

Estimated Schedule of Total Charges for Entire Educational Program $ 5,195.00

II. The following applies to programs funded by the State of California:
a. Employer has an in-kind contribution of $500.00, which includes the cost of the book.
b. Students are not required to pay tuition for this program. Payment is based on acontract with the State of California.

Grading System
Successful completion of this program requires passing assigned classwork and tests. No letter grade is awarded for this program. This program is a pass/fail structure.

Schedule
For schedule call Marcie Correa, Director of Advanced Training (562) 404-4295 ext. 131.

Inspection Training (144 hour) Program

Scope and Objectives
This course is designed to instruct students in inspection techniques and use of Coordinate Measuring Equipment. Machine setup and operation, inspection records and record keeping requirements are covered in the program. Instruction time is divided between classroom and shop, providing an unusual blend of practical theory and hands-on experience. Upon graduation, students qualify for intermediate-level positions in the machining industry.

Program Hours – Program Sequence
124 hours lecture + 20 hours lab = 144 hours.

Program Length
Classes are 8 hours on Saturdays for 18 weeks, a total of 144 hours of training or 4.5 hours two nights per week for 16 weeks, a total of 144 hours of training.

ETP Requirements
Students enrolling through the ETP state funded classes must meet the following criteria:

• Must be on company's payroll and employed full-time, working a minimum of 35 hours per week in the machinist trade.
• Must earn a minimum wage rate per hour required by ETP.
• Students' employers must fill out and sign a Certification Statement (CS) and Retraining Enrollment Agreement form.

• Must have basic knowledge of shop mathematics and blue print reading and able to read and write in English.

Class Size
Maximum 20 trainees

Estimated Schedule of Total Charges for the Entire Educational Program
Tuition for the program is charged for a 16 or 18 week time period.

I. The following approximate cost applies to programs paid for by the student:

Registration Fee (non-refundable):	$ 125.00
Books:	$ 350.00
Materials and Supplies:	$ 320.00
Application Fee:	$ 25.00
Tuition:	$ 4,375.00

Estimated Schedule of Total Charges for Entire Educational Program $ 5,195.00

II. The following applies to programs funded by the State of California:
a. Employer has an in-kind contribution of $500.00, which includes the cost of the book.
b. Students are not required to pay tuition for this program. Payment is based on a contract with the State of California.

Grading System
Successful completion of this program requires passing assigned classwork and tests. No letter grade is awarded for this program. This program is a pass/fail structure.

Schedule
For schedule call Marcie Correa, Director of Advanced Training (562) 404-4295 ext. 131.

Conventional and CNC Machining (315 hours)

Program Scope and Objectives
This is an introductory class to the basic setup and operation of conventional Mills and Lathes, Grinders and Saws and CNC Mills and Lathes. Students will be taught basic interpretation and understanding of blueprints using mathematics, proper use of hand tools safety procedures and inspection. The course will consist of a combination of classroom lecture sessions and learning how to use, setup and create projects using the machines in the shop. This will provide a practical blend of theory and hands-on experience.

Upon completion of program, students will be able to perform basic inspection of parts and setup and operate conventional Mills, Lathes, Grinders and Saws.

Course Competencies:
Introduction to proper safety procedures in the conventional machining environment
• Demonstrate proper use of basic inspection equipment
• Identify and demonstrate the basic uses of hand tools and supplementary shop equipment
• Identify the basic components of conventional and CNC Mills, Lathes, Saws and Grinders
• Learn basic operation of Conventional Mills, Lathes, Grinders and Saws
• Learn basic operation of CNC Mills and Lathes
• Demonstrate competency of technical mathematics as it relates to the machining environment
• Demonstrate competency of blueprint interpretation as it relates to the machining environment

Program hours – Program Sequence
126 hours lecture + 189 hours lab = 315 hours

Classroom Size
Maximum 15 trainees

Program Fees
Tuition for the program is charged for 315 hours

The following approximate cost applies to programs paid for by the student:

Registration Fee:	$100
Tuition:	$6000
Books:	$370
Tools and Supplies:	$2025
Total Cost of Program:	$8495

Grading System
Successful completion of this program requires passing assigned classwork and tests. No letter grade is awarded for this program. This program is a pass/fail structure.

Schedule
For schedule call Marcie Correa, Director of Advanced Training (562) 404-4295 ext. 131.

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40-hour Level 1 Inspection

Program Scope and Objectives

This course develops the skills to perform fundamental inspection techniques, emphasizing on the third angle projection of blueprints and applying basic concepts of inspection and reporting techniques through the use of indicators, calipers, micrometers, optical comparator, sine bar, thread wires, gage blocks, gage pins, and other inspection tooling including a coordinate measuring machine (CMM) and the Romer (articulating) Arm.

Program Hours-Program Sequence

16 hours lecture + 24 hours lab= 40 hours

Program Length

Classes are 8 hours on Saturdays for 5 weeks, total of 40 hours of training or 4.0 hours two nights for 5 weeks, a total of 40 hours of training.

Class Size

Maximum 20 trainees

Estimated Schedule of Total Charges for the Entire Educational Program

Tuition for the program is charged for a 5 week time period. The following approximate cost applies to programs paid for by the student:

Registration Fee	$100.00
Tuition:	$869.00
Books:	$252.50
Tooling and Supplies:	$150.00
Total Cost for a Period of Attendance:	$1371.50

Grading System

Successful completion of this program requires passing assigned classwork and tests. No letter grade is awarded for this program. This program is a pass/fail structure.

Schedule

For schedule call Marcie Correa, Director of Advanced Training (562) 404-4295 ext. 131.

Instructors

The instructors bring to the classroom and shop many years of practical experience in the machining, tooling and manufacturing industry. Their extensive capabilities and varied backgrounds assure students that they are receiving the highest caliber instruction possible from the most qualified instructors.

Luis Carlos Andrade has been a Machine Shop Manager and Safety Manager for 11 years. He has attended Mt. San Antonio College with an emphasis in Manufacturing Technology. Currently, he instructs machinist training courses at the Machinist Career College. Additionally, Carlos instructs as an aid at the community college level with an emphasis on CAD/CAM.

Ben Castellanos brings decades of hands-on experience and deep expertise to his role as a lead instructor at Machinist Career College. With a lifelong career as a machinist, Ben has built a reputation for precision, discipline, and mentorship both on the shop floor and in the classroom. As a long-time member of the MCC instructional team, Ben is known for his patient teaching style, commitment to student growth, and dedication to passing on the technical and professional standards that define a successful machinist. His career journey from skilled tradesman to trainer to educator, reflects the very spirit of craftsmanship and opportunity that MCC seeks to instill in every student. Ben continues to play a critical role in shaping the next generation of machinists, helping students understand not only the how, but the why behind machining excellence.

German Gomez has 20 years of industry experience. He currently works for a large aerospace tooling company where he does project planning. He has over 15 years of 5-axes CNC machining experience with lathes, mills, and VTL's, in addition to several CAD/CAM systems. His family emigrated from Mexico City when he was 17-years-old, and in order for him to graduate High School he had to join an evening school program where he not only received enough credits to graduate on time, but also obtained two certificates: one as a conventional set-up person, and another one as a junior CAD drafts- man. After many years of working as a machinist during the day, completing Machine Tool Technology courses at the local community college at night, and becoming an American Citizen, he landed a job as a Manufacturing Engineer where he loves what he does and makes a good living. After successfully completing a Mastercam course at NTMA spon- sored by his employer, he joined NTMA as an instructor, not only because he loves to teach, but also because he feels this is the best way to give back to an industry that has given him so much. He would encourage you to join MCC and become a machinist too. This will give you the skills needed to make a good living, and also the satisfaction to use your creativity to make great things.= See you in class!

Martin Hernandez his machining career as a student at NTMA Training Centers, where he developed the foundational skills that launched his career in advanced manufacturing. After completing the program, he began his first role as a machinist with TCI Precision Metals. In this position, he was responsible for setting up and operating a variety of conventional and CNC machines across multiple departments, gaining hands-on experience throughout the full machining process. He also worked within the Inspection Department, where he operated Coordinate Measuring Machine (CMM) programs and further expanded his technical expertise.Following his time at TCI Precision Metals, Martin advanced into a machinist role with increased responsibility at Skylock Aerospace. While employed there, he returned to NTMA to continue his professional development by enrolling in the Advanced Training Program. During this time, he earned certifications in both Mastercam and Inspection, strengthening his technical knowledge and commitment to continuous learning. In 2021, Martin transitioned into education and began serving as an Instructor at Machinist Career College. He was excited for the opportunity not only to continue working within an industry he deeply enjoys, but also to give back to the community that helped shape his career. As both a former student and industry professional, Martin brings a unique perspective to the classroom. He understands the technical challenges of learning the trade, as well as the personal challenges many students face, including self-doubt and uncertainty about their career and financial future. Martin is passionate about helping students recognize their potential and believes strongly in MCC's mission of providing opportunities to individuals who may have been overlooked by traditional educational pathways. What he appreciates most about his role is the ability to help students gain access to life-changing career opportunities through hands-on training, mentorship, and support.

Amer Khafagi (Lead Instructor) has worked as a Tool and Die Maker from 1990 working with progressive headers, 4-years prototyping parts for Bristol Industries, CNC Setup Machinist and Programmer, and managed the CNC Department for LE Tipfer Co. for 6 years. Amer has an AS Degree in Ma-chine Technology & CNC from Los Angeles Trade Technical College. He has full time teaching credential from California State Long Beach cleared until 2011, and a certificate of Authorization for Service (in Teaching) from the county of Los Angeles. In addition, Amer has over 25 certificates in the ma-chining field from NTMA, Haas Automation, Machinery Sales, FADAL Engi-neering, Quality Plus Enterprises Technical Institute, and Society of Manufac-turing Engineering's. Amer has been a teacher at NTMA since 1999 and has worked extensively on course curriculum development and lesson planning for Conventional as well as CNC Machining.

Gilbert Martinez possesses more than 28 years of progressive experience in the manufacturing field. He has been a lead man at Bar Precision and a machinist at NC Dynamics. Most recently he was an instructor at Dynamic Air where he was in charge of programming and setting up 5axis DMU with Siemens control. He also assisted with the completion of prototype impellers. Gilbert graduated from NTMA in 1986 and completed the apprenticeship program in 1991.

Gary Metchkoff has over 13 years' experience as a CNC machinist and is certified in CAD/CAM programming and Machine Tooling. Gary recently joined our NTMA family and has quickly become a student favorite. His passion for this industry coupled with his knowledge is evident through his teaching. Gary currently teaches Apprenticeship classes as well as substitutes for all Machinist Training modules and CNC programming classes.

Hussein Nasser is a credentialed instructor teaching Mastercam. Education includes BS degree in manufacturing Engineering from Cal Poly Pomona and an AS degree in Drafting Production Design from LA Harbor College. Hus-sein works in the advanced woodworking industry machining wood prod-ucts and furniture components.

Vincent "Dee" Ridenour was first introduced to the metalworking world in the high school where he majored in industrial arts. He took his desire to Bowling Green State University in Ohio where he majored in Product Design. Dee reentered the machining community through the California retraining program later receiving his training through the NTMA taking a position as a Tool & Die Maker. Returning to the NTMA as an apprentice and earning his journeyman certificate, Dee returned to the NTMA for advanced CNC and CAD (Mastercam) training. He then took a position as a shop manager and programmer in the motorcycle industry for the next 4 years. Dee also owns a contractual programming business.

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TO LEARN MORE, OR APPLY, CALL

800-962-6862

WWW.MCC4ME.ORG

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Ontario,

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